

Comprehensive Progress Report

Mission: Alderman...embracing diversity, promoting acceptance, engaging students and families, and nurturing independent learners.

Vision: Alderman will prepare students for a successful future by strengthening social and emotional skills and nurturing qualities such as problem solving, compassion, perseverance, and confidence.

Goals:

To increase school performance grade by one letter grade

Increase student proficiency by 10 percentage points as measured by the math end of grade test.

Increase student proficiency by 10 percentage points as measured by the ELA end of grade test.

Increase student proficiency by 10 percentage points as measured by the science end of grade test.



Activity in the last 12 months

! = Past Due Objectives

KEY = Key Indicator

Core Function:			Dimension A - Instructional Excellence and Alignment			
Effective Practice:			High expectations for all staff and students			
		A1.03	The LEA/School promotes a school culture in which professional collaboration is valued and emphasized by all.(5084)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			Currently, at Alderman, we have participated in instructional rounds conducted by the county that has identified a problem of practice, provided a prescription and follow-up. This has been done with specific grade levels. The school has not yet completed instructional rounds as a team alone but would like to implement them gradually. The master schedule allows for common planning time daily as well as grade-level PLCs for one hour with the MTSS and instructional coaches weekly.	Limited Development 09/08/2021		
<i>How it will look when fully met:</i>			<p>When this indicator is fully implemented the school's instructional leadership team will plan for, participate in, and evaluates the results from all collaborative efforts and professional development in which staff participates.</p> <p>This will include:</p> <ul style="list-style-type: none"> • common planning times • PLC times within the day, at least 45 min. • school-based instructional rounds based on needs • time for cross-grade level/content collaboration • observation of best practices and new initiatives at the school and across schools • a sustained way to evaluate the results of PLC actions 		Melanie Rhyne	09/10/2023
<i>Actions</i>				2 of 5 (40%)		
	10/17/21	Develop a master schedule that allows for teams to have a common planning time for PLCs		Complete 08/23/2021	Melanie Rhyne	08/01/2021
<i>Notes:</i>						
	10/17/21	Develop a coverage schedule that allows teachers to have uninterrupted time for PLCs		Complete 08/23/2021	Dale Miller	08/23/2021
<i>Notes:</i>						
	10/17/21	Implement PLCs in the 2021-22 school year utilizing time in the master schedule and coverage schedule			Melanie Rhyne	06/01/2022
<i>Notes:</i>						
	10/17/21	Support PLCs time by ensuring the coach or MTSS coordinator is available during this time.			Melanie Rhyne	06/01/2022

Notes:

10/17/21 Monitor effectiveness of PLCs with surveys to identify needs and areas for improvement

Melanie Rhyne

06/01/2022

Notes:

A1.04

ALL teachers assess student progress frequently using a variety of evaluation methods and make appropriate curriculum adjustments based on results.(5085)

Implementation Status

Assigned To

Target Date

Initial Assessment:

Classroom teachers are using the curriculum-based, SchoolNet, and/or mClass, along with formative and summative classroom assessments. Itinerant teachers do not frequently assess due to the time and nature of their subjects. these assessments lead to adjustments in instruction and discussion about tiered instruction. The leadership team has constructed a schedule that allows for 45 minutes of EXCEL time to address remediation and acceleration and allows support in all areas. There is no formal data review process implemented but PLCs will begin this work in the 2021-22 school year.

Limited Development
09/13/2016

How it will look when fully met:

When this indicator is fully implemented the school will be able to identify students at risk and provide intense instruction, employ easy to use progress monitoring measures to assess students' responses to intervention and learning, and use formative assessments to evaluate learning and determine what minor adjustments can be made to instruction to enhance understanding.

Alderman will continue to implement:

- short cycle assessments in K-5
- Utilize curriculum specific formative and summative assessment to determine adjustments needed to curriculum
- use a standardized data review template
- continuously analyze and reflect on data to improve instruction and determine students' needs

**Objective Met
10/17/21**

Jessica Williams

09/10/2023

Actions

10/17/21 Develop a schedule that allows time for differentiation for students based on need

Complete 08/23/2021

Melanie Rhyne

08/23/2021

Notes:

	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
Initial Assessment:			We are currently in Implementation Year 3 of PBIS. A team of teachers has been formed to research and provide professional development on the strategies of the Positive Behavior Intervention Supports.	Limited Development 08/31/2017		
How it will look when fully met:			All staff members will foster a common language throughout the school in regards to student behavior expectations.		Melanie Rhyne	05/26/2023
Actions				29 of 35 (83%)		
	10/17/17	Establish PBIS Team with representation from all grade levels		Complete 06/01/2017	Kate Tayloe	06/01/2017
Notes: PBIS						
	10/17/17	PBIS Team will attend PBIS Module I Training		Complete 06/16/2017	Kate Tayloe	07/03/2017
Notes: PBIS						
	10/17/17	PBIS Team will create signage to display in all classrooms and throughout the school		Complete 08/01/2017	Kate Tayloe	08/01/2017
Notes: PBIS						
	10/17/17	PBIS Team will train staff on school wide expectations and the explicit teaching of expectations		Complete 08/22/2017	Jennifer Booher	09/01/2017
Notes: PBIS						
	10/17/17	PBIS Team will establish procedures for recognizing students and staff who are exhibiting our schoolwide expectations.		Complete 10/04/2017	Jennifer Booher	12/01/2017
Notes:						
	12/13/17	PBIS Team will share lessons in our team drive to teach school wide behavior expectations.		Complete 08/29/2017	Jennifer Booher	01/25/2018
Notes: PBIS						
	12/13/17	PBIS Team will revisit PBIS expectations with teachers midyear.		Complete 01/10/2018	Jennifer Booher	01/25/2018
Notes: PBIS						
	10/17/17	PBIS Team will meet monthly to review data and make necessary changes to PBIS implementation		Complete 06/08/2018	Jennifer Booher	06/08/2018
Notes: PBIS						
	11/8/18	Teachers will teach PBIS expectations within the first week of school.		Complete 08/31/2018	Jennifer Booher	08/31/2018
Notes: PBIS						
	11/8/18	PBIS Team will remind staff to tell students why they are receiving their sticker/soaring eagle when recognizing students.		Complete 11/14/2018	Jennifer Booher	11/30/2018
Notes: PBIS						

11/8/18	PBIS Team will remind staff to notice and acknowledge students who have received stickers and ask them what they did to earn the Soaring Eagle recognition.	Complete 12/04/2018	Jennifer Booher	11/30/2018
<i>Notes:</i> PBIS				
12/13/17	PBIS team will create a PBIS Classroom Environment walkthrough tool (common language, hand signals, etc.).	Complete 01/15/2019	Jennifer Booher	01/31/2019
<i>Notes:</i> PBIS				
3/6/19	PBIS Team will create Tier 1 survey for Behavior Management.	Complete 03/15/2019	Jennifer Booher	03/15/2019
<i>Notes:</i> PBIS				
4/2/19	The PBIS Team will create a matrix for team members to conduct walkthorughs using the new PBIS walkthrough tool.	Complete 03/25/2019	Jennifer Booher	03/31/2019
<i>Notes:</i> PBIS Team				
11/14/18	PBIS Expectations Posters will be posted in all classrooms and common areas.	Complete 04/03/2019	Jennifer Booher	04/03/2019
<i>Notes:</i> PBIS				
11/8/18	Teachers will reteach PBIS expectations as needed based on classroom needs.	Complete 06/13/2019	Jennifer Booher	06/30/2019
<i>Notes:</i> PBIS				
11/8/18	Staff members will recognize classrooms that are meeting expectations through Soaring Eagles class certificates.	Complete 06/13/2019	Jennifer Booher	06/30/2019
<i>Notes:</i> PBIS				
11/8/18	PBIS Team will offer reminders, as needed, at staff meetings regarding supervision and responding to student behaviors.	Complete 06/13/2019	Jennifer Booher	06/30/2019
<i>Notes:</i> PBIS				
1/15/19	PBIS Team will create a discipline flowchart to define behaviors and a clear policy/procedures for addressing staff-managed versus office-managed behaviors.	Complete 10/09/2019	Jennifer Booher	09/30/2019
<i>Notes:</i> PBIS				
12/3/19	The PBIS Team will create a matrix for team members to conduct walkthorughs using the new PBIS walkthrough tool.	Complete 11/04/2019	Jennifer Booher	11/04/2019
<i>Notes:</i> PBIS				
12/3/19	PBIS Team will share discipline flowchart with SIT team and take a vote to determine if the SIT committee would like to adopt these flowcharts	Complete 12/03/2019	Jennifer Booher	12/03/2019
<i>Notes:</i> PBIS				

12/3/19	PBIS Team will share discipline flowcharts with staff after voted on by SIT committee	Complete 01/02/2020	Jennifer Booher	01/02/2020
<i>Notes:</i> PBIS				
6/14/21	Staff will reflect and determine behavior expectations for remote learning	Complete 04/13/2020	Adriana Poveromo	04/13/2020
<i>Notes:</i>				
6/14/21	Ms. Tayloe will create a digital poster based on behavior expectations determine by staff for remote learning	Complete 04/13/2021	Kate Tayloe	04/13/2020
<i>Notes:</i>				
6/14/21	Teachers will teach behavior expectations for remote learning and how to utilize tools in online learning platforms	Complete 08/28/2020	Teachers	08/28/2020
<i>Notes:</i>				
6/14/21	PBIS team will create a list of incentives for teachers to support remote instruction	Complete 09/02/2020	Clayton & Ogden	09/02/2020
<i>Notes:</i>				
6/14/21	PBIS team will share list of incentives to support remote instruction	Complete 09/30/2020	Booher	09/02/2020
<i>Notes:</i>				
10/8/20	The PBIS team will create a "Edwin Returns to School" video that provides students and parents with information about what to expect when students return to school in Plan B.	Complete 10/02/2020	Jennifer Booher	10/05/2020
<i>Notes:</i> PBIS				
6/14/21	PBIS Team will share remote learning incentives for instruction with staff.	Complete 01/19/2021	Adriana Poveromo	01/04/2021
<i>Notes:</i>				
10/25/21	The committee will create or revise a walkthrough tool in order to gather data to see areas of focus and success.		Kelly Mull	11/12/2021
<i>Notes:</i>				
10/25/21	The SEL Committee will conduct walkthroughs using the walkthrough tool during the 2nd 9 weeks.		SEL Committee	12/17/2021
<i>Notes:</i>				
10/25/21	The SEL Committee will conduct walkthroughs using the walkthrough tool during the 3rd 9 weeks.		SEL Committee	03/18/2022
<i>Notes:</i>				
10/25/21	The SEL Committee will conduct walkthroughs using the walkthrough tool during the 4th 9 weeks.		SEL Committee	05/23/2022

<i>Notes:</i>				
4/19/18	The SEL and BLT Team will review the Classroom Environment Walkthrough data to identify areas of need		SEL Committee	08/31/2022
<i>Notes:</i> BLT				
11/8/18	The PBIS Team will identify model teachers as examples for effective practices (bathroom breaks, transitions, etc.).		SEL Committee	08/31/2023
<i>Notes:</i> PBIS				

Core Function:			Dimension A - Instructional Excellence and Alignment			
Effective Practice:			Curriculum and instructional alignment			
		A2.01	Instructional Teams meet regularly (e.g., twice a month or more for 45 minutes each meeting) to review implementation of effective practice and student progress.(5091)	Implementation Status	Assigned To	Target Date
Initial Assessment:			The instructional leadership team meets weekly to review lesson plans, discuss grade level and teacher needs, and problem solve next steps. The time spent reviewing the implementation of effective practice and and student progress happens with grade levels and only once a month.	Limited Development 11/08/2018		
			Priority Score: 2 Opportunity Score: 2 Index Score: 4			
How it will look when fully met:			The Instructional Leadership Team would meet twice a month for the sole purpose of reviewing observation and walkthrough data to review and discuss implementation of effective instructional practices and to review student progress.	Objective Met 08/17/21	Jessica Williams	07/01/2021
Actions						
	11/8/18	Grade levels will implement the use of Student Data Notebooks to involve students in tracking progress. (attendance, academic, behavior)		Complete 09/03/2018	Kate Tayloe	09/03/2018
Notes: Student Success & Accountability						
	11/8/18	Grade levels will establish a consistent schedule for weekly assessment reviews.		Complete 10/26/2018	Kate Tayloe	10/30/2018
Notes: Student Success & Accountability						
	12/4/18	Update Master Data Collection document to reflect 2018-2019 student grade levels and class rosters.		Complete 12/13/2018	Kate Tayloe	12/21/2018
Notes: Student Success & Accountability						

12/4/18	The chair of the MTSS committee will schedule monthly grade level data meetings to discuss MTSS interventions.	Complete 01/07/2019	Jessica Williams	01/15/2019
<i>Notes:</i> Student Success & Accountability				
11/8/18	Grade levels will use data to make Tier 1 instructional decisions.	Complete 02/27/2019	Jennifer Booher	02/21/2019
<i>Notes:</i> Student Success & Accountability				
11/8/18	After each benchmark (BOY, MOY, & EOY) teachers/ILT will update the Master Data Collection Spreadsheet.	Complete 06/03/2019	Kate Tayloe	06/30/2019
<i>Notes:</i> Teacher Growth & Development				
10/8/20	After the BOY benchmark assessment window, the ILT will review school proficiency and subgroup data, and adjust school wide core instruction and intervention delivery plans to reflect progress and ongoing gaps and deficits.	Complete 10/30/2020	Kate Tayloe	10/31/2020
<i>Notes:</i> ILT Teaching & Learning				
10/8/20	Grade levels will use data to make Tier 1 instructional decisions.	Complete 10/30/2020	Jessica Williams	11/01/2020
<i>Notes:</i> Teaching & Learning				
10/8/20	The FIT Team will meet weekly (Thursdays) to review each participants case load relative to student engagement data in remote learning.	Complete 12/31/2020	Kate Tayloe	12/31/2020
<i>Notes:</i>				
10/8/20	After the MOY benchmark assessment window, the ILT will review school proficiency and subgroup data, and adjust school wide core instruction and intervention delivery plans to reflect progress and ongoing gaps and deficits.	Complete 01/31/2021	Kate Tayloe	01/31/2021
<i>Notes:</i> ILT Teaching & Learning				
10/8/20	After the MOY benchmark assessment window, the ILT will review school proficiency and subgroup data, and adjust school wide core instruction and intervention delivery plans to reflect progress and ongoing gaps and deficits.	Complete 05/28/2021	Kate Tayloe	06/15/2021
<i>Notes:</i> ILT Teaching & Learning				
Implementation:		08/17/2021		
Evidence	8/17/2021			
Experience	8/17/2021 Alderman has implemented planning during specials as well as PLC time weekly.			

Sustainability			8/17/2021 Continue to create a schedule that allows teachers the time to collaborate in order to reflect on student data and instruction.			
	KEY	A2.04	Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)	Implementation Status	Assigned To	Target Date
Initial Assessment:			Standards alignment document created by county, not all teachers are using it Pacing guide for math created by county Staff is confused by this indicator When Common Core changes, what happens? Year 1 Implementation of Learning Focused Common planning time for grade levels Writing Fundamentals materials are provided to each grade level	Limited Development 03/22/2016		
			Priority Score: 3 Opportunity Score: 2 Index Score: 6			
How it will look when fully met:			All teachers will utilize all components of the Learning Focused framework.	Objective Met 08/17/21	Jessica Williams	07/01/2021
Actions						
	12/13/17	Grade levels will begin to utilize Team Drive to share instructional resources that could be beneficial for all teachers/staff.		Complete 06/08/2018	Jessica Williams	06/08/2018
<i>Notes:</i> Instructional Alignment						
	2/5/19	Grade levels will engage in text complexity analysis to use in Vertical Alignment PD.		Complete 02/20/2019	Jessica Williams	02/20/2019
<i>Notes:</i> Instructional Alignment						
	12/13/17	Teachers will engage in cross grade level walkthroughs to see others ideas and structure.		Complete 06/03/2019	Kate Tayloe	06/07/2019
<i>Notes:</i> Teacher Growth & Development						
	12/13/17	The Instructional Alignment Committee will meet to discuss grading practices, update K02 progress reports, and make decisions regarding the use of planners in grades 3-5.		Complete 08/13/2019	Jessica Williams	08/31/2019
<i>Notes:</i> Instructional Alignment						
	10/8/20	Grade Level Teams will meet weekly to create Instructional Plans that align concurrent instruction with activities aligned and appropriate for both remote and in-person learning.		Complete 12/31/2020	Jessica Williams	12/31/2020

Notes: Teaching & Learning

Implementation:		08/17/2021		
Evidence	8/17/2021 See evidence folder			
Experience	8/17/2021 Learning Focused has been implemented in the last 3 years. Now the county has district wide reading, phonics, writing, math, science, and SS curriculums with pacing guides and planning requirements.			
Sustainability	8/17/2021 Support from instructional coaches and county leads to support the implementation.			
	A2.05	ALL teachers develop weekly lesson plans based on aligned units of instruction.(5095)	Implementation Status	Assigned To
Initial Assessment:	Currently, 9 teachers are randomly selected to turn in lesson plans for review. There is currently no common template for teachers to use. 2017-2018: We are currently in Implementation Year 1 of Learning Focused framework, which includes strategies for lesson planning. Lesson planning will be a focus for some teachers this year.	Limited Development 11/21/2016		
	Priority Score: 2	Opportunity Score: 3	Index Score: 6	
How it will look when fully met:	Teachers will use a common template to document lesson plans, including essential question, activities, assessment, and plan for differentiation. Teachers will implement strategies of backward planning based on Learning Focused framework.	Objective Met 08/17/21	Kate Tayloe	07/01/2021
Actions				
10/17/17	Teachers will engage in initial Learning Focused Lesson Planning Professional Development	Complete 08/21/2017	Kate Tayloe	08/21/2017
Notes: Student Success & Accountability				

11/8/18	Teachers will engage in initial Learning Focused Lesson Planning Professional Development	Complete 08/21/2017	Kate Tayloe	09/01/2017
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in the Learning Focused Micro PD on Classroom Learning Environment.	Complete 10/04/2017	Kate Tayloe	09/30/2017
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in the Learning Focused Micro PD on Learning Goals and Lesson Essential Questions.	Complete 02/19/2018	Kate Tayloe	10/31/2017
<i>Notes:</i> Instructional Leadership Team				
2/7/18	Teachers will engage in Learning Focused PD and coaching sessions focused on Parts 1 and 2 of the Lesson Planning Process.	Complete 10/25/2017	Kate Tayloe	10/31/2017
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in the Learning Focused Micro PD on Lesson Assessment.	Complete 06/13/2018	Kate Tayloe	11/10/2017
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in the Learning Focused Micro PD on Graphic Organizers.	Complete 06/13/2018	Kate Tayloe	12/20/2017
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in the Learning Focused Micro PD on Assessment Prompts.	Complete 06/13/2018	Kate Tayloe	01/31/2018
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will begin to show evidence of standard based alignment for all assignments/assessments.	Complete 11/16/2017	Kate Tayloe	01/31/2018
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will begin to establish and show evidence of essential questions/learning goals and standards alignment for all lessons.	Complete 11/16/2017	Kate Tayloe	01/31/2018
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will participate in Learning Focused Lesson Planning Coaching sessions.	Complete 02/28/2018	Kate Tayloe	02/28/2018
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in the Learning Focused Micro PD on Learning Activities.	Complete 06/13/2018	Kate Tayloe	02/28/2018
<i>Notes:</i> Instructional Leadership Team				
2/7/18	Teachers will engage in Learning Focused PD and coaching sessions focused on Part 3 of the Lesson Planning Process.	Complete 02/28/2018	Kate Tayloe	02/28/2018

<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in the Learning Focused Micro PD on Activating Strategies.	Complete 06/13/2018	Kate Tayloe	03/30/2018
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in the Learning Focused Micro PD on Vocabulary Strategies.	Complete 06/13/2018	Kate Tayloe	04/30/2018
<i>Notes:</i> Instructional Leadership Team				
10/17/17	Teachers will begin to establish and show evidence (walkthroughs, observations, lesson plan review, etc.) of lesson essential questions, learning goals, and standards alignment for all lessons in one subject area.	Complete 06/08/2018	Kate Tayloe	06/08/2018
<i>Notes:</i> Instructional Leadership Team				
10/17/17	Teachers will begin to show evidence (walkthroughs, observations, lesson plan review, etc.) of standards alignment for all assignments/assessments in one subject area.	Complete 06/08/2018	Kate Tayloe	06/08/2018
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Classroom teacher will attend Learning Focused PD on implementing Vocabulary Strategies in all contents.	Complete 08/20/2018	Kate Tayloe	08/31/2018
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Grade levels establish a consistent schedule for weekly collaborative planning meetings.	Complete 10/26/2018	Kate Tayloe	10/31/2018
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in Learning Focused Micro PD on Planning a Rigorous Learning Focused Lesson.	Complete 11/06/2018	Kate Tayloe	11/30/2018
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in Learning Focused PD on Increasing Rigor in Lesson Planning.	Complete 11/06/2018	Kate Tayloe	11/30/2018
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in Learning Focused Micro PD on Rigorous Learning Goals and Lesson Essential Questions.	Complete 02/28/2019	Kate Tayloe	12/21/2018
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in Learning Focused Micro PD on Rigorous Assignments.	Complete 03/29/2019	Kate Tayloe	01/31/2019
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in Learning Focused Micro PD on Higher Order Thinking Strategies.	Complete 05/20/2019	Kate Tayloe	02/28/2019

<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in Learning Focused Micro PD on Higher Order Thinking Processes.	Complete 05/28/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in Learning Focused Micro PD on Reading Comprehension Strategies.	Complete 06/02/2019	Kate Tayloe	04/30/2019
<i>Notes:</i> Instructional Leadership Team				
3/6/19	Teachers will engage in Learning Focused Micro PD on Rigorous Learning Activities.	Complete 06/19/2019	Kate Tayloe	05/31/2019
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Teachers will engage in Learning Focused Micro PD on Rigorous Assessment Prompts.	Complete 06/19/2019	Kate Tayloe	06/15/2019
<i>Notes:</i> Instructional Leadership Team				
10/8/20	Teachers will create and share Week at a Glance documents for parents which reflect the grade level's Instructional Focus and Remote Learning lessons/activities.	Complete 12/31/2020	Jessica Williams	12/31/2020
<i>Notes:</i> Teaching & Learning				
10/8/20	Teachers will create and seek feedback on Plan B Instructional Plans that document standards taught, Lesson Essential Questions, Concurrent Instruction, and corresponding/aligned Remote and In-Person activities.	Complete 12/31/2020	Kate Tayloe	12/31/2020
<i>Notes:</i> Teaching & Learning				
10/8/20	The principal will collect and offer feedback weekly on grade level Plan B Instructional Planning documents and Remote Learning Week at a Glance documents.	Complete 12/31/2020	Kate Tayloe	12/31/2020
<i>Notes:</i> Teaching & Learning				
Implementation:		08/17/2021		
Evidence	8/17/2021 See evidence Folder for A2.04 and A2.05			
Experience	8/17/2021 Teachers and the ILT have worked to support teacher as they planned Learning Focused lesson plans as well as plans correlated to the new curriculums. Grade level plans are shared so that they can be reviewed and grade levels plan within teams.			
Sustainability	8/17/2021 Time in schedule to devote to planning.			

		A2.20	All teachers use appropriate technological tools to enhance instruction.(5306)	Implementation Status	Assigned To	Target Date
Initial Assessment:			Teachers have technology available, but require PD to understand how to utilize the tools available to maximize learning for students.	Limited Development 11/07/2018		
How it will look when fully met:			Teachers are not only covering subject area standards but also including digital literacy standards. Teachers include in their lesson plans what digital tools they use to enhance instruction. Teachers are covering technology standards during technology time. All teachers in our building will be using appropriate instructional technology to enhance classroom instruction. Evidence will include lesson plans, walkthrough and observation data.		Mark Quindlen	05/26/2023
Actions				22 of 23 (96%)		
	11/7/18	MTAC will create a needs assessment to give to the staff to determine what technological knowledge we have and what we need.		Complete 11/28/2018	Rob Ward	12/01/2018
Notes: MTAC						
	11/7/18	Admin will add an item on classroom walkthrough tools to include what technology is being used in the classroom at the time of the walkthrough.		Complete 01/30/2019	Kate Tayloe	01/31/2019
Notes: MTAC						
	11/20/18	MTAC will administer a needs assessment with the staff to determine what technological knowledge we have and what we need.		Complete 11/28/2018	Holly Draughn	02/01/2019
Notes: MTAC						
	11/7/18	The Media Coordinator will assign each teacher a small group set of iPads.		Complete 01/30/2019	Kate Tayloe	02/01/2019
Notes: MTAC						
	11/7/18	MTAC will analyze responses to needs assessment to determine what technological knowledge we have and what we need.		Complete 03/28/2019	Holly Draughn	04/01/2019
Notes: MTAC						
	10/8/20	All teachers will engage in and complete Remote Learning 101 PD (Matt Miller).		Complete 08/14/2020	Kate Tayloe	08/14/2020
Notes: Teaching & Learning						
	10/8/20	3-5 Teachers will participate in Google Classroom Master Class (Kasey Bell - Shake Up Learning).		Complete 08/14/2020	Kate Tayloe	08/14/2020
Notes: Teaching & Learning						

6/14/21	Survey staff about PD needed to enhance remote learning, and how to support them in Plan B for face-to face and remote.	Complete 11/30/2020	Jessica Christofferson	10/30/2020
<i>Notes:</i>				
6/9/21	Review answers to staff survey	Complete 12/03/2020	Jessica Christofferson	12/30/2020
<i>Notes:</i>				
6/9/21	Respond to staff questions from staff survey	Complete 12/04/2020	Adriana Poveromo	12/30/2020
<i>Notes:</i>				
6/9/21	Create a Padlet for teachers to share questions and ideas about synchronous teaching	Complete 01/15/2021	Jessica Christofferson	02/21/2021
<i>Notes:</i>				
6/14/21	Create an application process for new Recordex panels	Complete 03/10/2021	Kate Tayloe	03/10/2021
<i>Notes:</i>				
6/14/21	Review submitted applications	Complete 03/15/2021	MTAC Team	03/15/2021
<i>Notes:</i>				
6/14/21	Use applications to decide which teachers will receive Recordex panels in their classroom	Complete 03/15/2021	MTAC Team	03/15/2021
<i>Notes:</i>				
6/14/21	Create a survey to find out when teachers receiving new Recordex panels want PD	Complete 03/25/2021	Jessica Christofferson	04/01/2021
<i>Notes:</i>				
6/14/21	Send out survey about Recordex PD	Complete 03/25/2021	Jessica Christofferson	04/01/2021
<i>Notes:</i>				
6/14/21	Review responses for Recordex PD	Complete 04/22/2021	MTAC Team	05/01/2021
<i>Notes:</i>				
6/14/21	Send teachers information about digital CEU's for licensure renewal	Complete 04/23/2021	Jessica Christofferson	05/01/2021
<i>Notes:</i>				
10/8/20	K-2 Teachers will utilize Seesaw as the Learning Management System for both Remote Learning and to provide differentiation in In-Person Learning.	Complete 05/28/2021	Kate Tayloe	05/28/2021
<i>Notes:</i> Teaching & Learning				

10/8/20	3-5 Teachers will utilize Google Classroom as the Learning Management System for both Remote Learning and to provide differentiation in In-Person Learning.	Complete 05/28/2021	Kate Tayloe	05/28/2021
<i>Notes:</i> Teaching & Learning				
3/2/21	Teachers will utilize technology to create engaging differentiated lessons/activities that support both core instruction and intervention targeted to students' specific learning needs.	Complete 05/28/2021	Kate Tayloe	05/28/2021
<i>Notes:</i>				
6/14/21	Schedule Recordex PD	Complete 08/20/2021	Jessica Christofferson	09/15/2021
<i>Notes:</i>				
6/14/21	Request wireless keyboards and mice for teachers receiving Recordex panels		Jessica Christofferson	11/15/2021
<i>Notes:</i>				

Core Function:			Dimension A - Instructional Excellence and Alignment			
Effective Practice:			Data analysis and instructional planning			
		A3.01	Instructional Teams use student learning data to identify students in need of instructional support or enhancement.(5110)	Implementation Status	Assigned To	Target Date
Initial Assessment:			We have established monthly data meetings with grade levels to review student benchmark and progress monitoring data, review targeted interventions being provided, and discuss/problem solve next steps to address student needs. Teachers are unable to do this independently and rely heavily on the Instructional Leadership Team for support in this indicator.	Limited Development 11/08/2018		
			Priority Score: 3	Opportunity Score: 3	Index Score: 9	
How it will look when fully met:			Grade level teams will be able to meet independently each month to discuss student progress and identify students who need additional support or enhancement. These teams would also be able to problem solve to make a determination about next steps to meet student instructional needs.	Objective Met 08/17/21	Kate Tayloe	07/01/2021
Actions						
11/8/18			ILT will review, analyze, and share MOY data with staff.	Complete 02/21/2018	Kate Tayloe	02/28/2018
Notes: Student Success & Accountability						

11/8/18	ILT will review, analyze, and share EOY data with staff.	Complete 06/15/2018	Kate Tayloe	06/30/2018
<i>Notes:</i> Student Success & Accountability				
11/8/18	ILT will review, analyze, and share BOY data with staff.	Complete 11/06/2018	Kate Tayloe	10/31/2018
<i>Notes:</i> Student Success & Accountability				
11/8/18	Grade levels will meet bi-weekly with the ILT to review student benchmark and progress monitoring data and determine next steps for students who require additional support.	Complete 02/28/2019	Kate Tayloe	02/28/2019
<i>Notes:</i> Instructional Leadership Team				
11/8/18	Grade levels will meet bi-weekly with the ILT to review student benchmark and progress monitoring data and determine next steps for students who require additional support.	Complete 03/29/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Instructional Leadership Team				
3/6/19	Grade levels will meet bi-weekly with the ILT to review student benchmark and progress monitoring data and determine next steps for students who require additional support.	Complete 04/30/2019	Kate Tayloe	04/30/2019
<i>Notes:</i> Instructional Leadership Team				
10/8/20	ILT will review, analyze, and share BOY data (proficiency and subgroup data) with staff.	Complete 10/30/2020	Kate Tayloe	11/15/2020
<i>Notes:</i> ILT				
10/8/20	ILT will review, analyze, and share MOY data (proficiency, growth, and subgroup data) with staff.	Complete 02/15/2021	Kate Tayloe	02/15/2021
<i>Notes:</i> ILT				
10/8/20	Grade levels will meet bi-weekly with the principal to review student benchmark and progress monitoring data and determine next steps for students who require additional support.	Complete 05/28/2021	Kate Tayloe	05/28/2021
<i>Notes:</i> ILT				
10/8/20	ILT will review, analyze, and share EOY data (proficiency, growth, and subgroup data) with staff.	Complete 05/28/2021	Kate Tayloe	06/15/2021
<i>Notes:</i> ILT				
Implementation:		08/17/2021		
Evidence	8/17/2021 See A3.01 folder			

Experience			8/17/2021 Grade level teams will be able to meet independently each month to discuss student progress and identify students who need additional support or enhancement. These teams would also be able to problem solve to make a determination about next steps to meet student instructional needs.			
Sustainability			8/17/2021 PLC time to look at student data and instructional strategies.			
		A3.02	Instructional Teams track and maintain records of student learning data to determine progress toward meeting goals as indicated in students' IEPs.(5111)	Implementation Status	Assigned To	Target Date
Initial Assessment:			Professional Development for EC teachers on data collection to determine student progress toward meeting IEP goals.	Limited Development 11/07/2018		
			Priority Score: 3 Opportunity Score: 3 Index Score: 9			
How it will look when fully met:			IEP goal driven data notebooks will be kept current by individual case managers without significant monitoring by 3-5 years.	Objective Met 10/17/21	Sally Galyean	05/26/2023
Actions						
	11/7/18	Create goal sheet templates for data notebooks (include section for goal and objectives, measured used and score)	Complete 08/27/2018	Sally Kilgore	08/27/2018	
<i>Notes:</i> EC Team						
	11/7/18	Create data notebooks for each student with an IEP goal sheet that includes all areas addressed in IEP. (Specific case managers responsible for creating individual notebooks for each student)	Complete 09/28/2018	Sally Kilgore	09/30/2018	
<i>Notes:</i> EC Team						
	11/7/18	Create a tool to document fidelity that will include student attendance, group size, materials used, and minutes served.	Complete 09/30/2018	Sally Kilgore	10/31/2018	
<i>Notes:</i> EC Team						
	11/13/18	The EC Dept Chair will monitor that all EC teachers are completing goal sheet data for all EC students.	Complete 11/30/2018	Sally Kilgore	11/30/2018	
<i>Notes:</i> EC Team						
	11/13/18	The EC Dept Chair will monitor that all EC teachers are completing goal sheet data for all EC students.	Complete 12/21/2018	Sally Kilgore	12/21/2018	
<i>Notes:</i> EC Team						

11/13/18	The EC Dept Chair will monitor that all EC teachers are completing goal sheet data for all EC students.	Complete 01/31/2019	Sally Kilgore	01/31/2019
<i>Notes:</i> EC Team				
11/13/18	The EC Dept Chair will monitor that all EC teachers are completing goal sheet data for all EC students.	Complete 02/28/2019	Sally Kilgore	02/28/2019
<i>Notes:</i> EC Team				
11/13/18	The EC Dept Chair will monitor that all EC teachers are completing goal sheet data for all EC students.	Complete 03/29/2019	Sally Kilgore	03/31/2019
<i>Notes:</i> EC Team				
11/13/18	The EC Dept Chair will monitor that all EC teachers are completing goal sheet data for all EC students.	Complete 04/30/2019	Sally Kilgore	04/30/2019
<i>Notes:</i> EC Team				
11/13/18	The EC Dept Chair will monitor that all EC teachers are completing goal sheet data for all EC students.	Complete 05/31/2019	Sally Kilgore	05/31/2019
<i>Notes:</i> EC Team				
11/7/18	The EC Dept Chair will monitor that all EC teachers are completing goal sheet data for all EC students.	Complete 06/13/2019	Sally Kilgore	06/30/2019
<i>Notes:</i> EC Team				
11/7/18	Provide ongoing PD (weekly team mtgs w/agenda item re: data collection) to build knowledge on specific data collection tools and making data driven decisions.	Complete 06/19/2019	Sally Kilgore	06/30/2019
<i>Notes:</i> EC Team				
10/8/20	The EC Dept Chair will monitor monthly that all EC teachers are completing goal sheet data for all EC students.	Complete 05/28/2021	Sally Galyean	05/28/2021
<i>Notes:</i> EC Team				
Implementation:		10/17/2021		
Evidence	10/17/2021 EC student PM Notebooks			
Experience	10/17/2021 EC teachers now keep data monitoring notebooks that are used to see the progress of students IEP goals and areas of success and need.			
Sustainability	10/17/2021 EC team will continue to use these notebooks in order to keep PM records for students.			

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
Initial Assessment:			We have an MTSS team in place. The team meets consistently - almost weekly - either formally or informally to view data of student and school needs and to develop a plan of action to address needs. The school has a Family Involvement Team to address student concerns and needs.	Limited Development 03/22/2016		
How it will look when fully met:			The school will have a more consistent process for identifying students needing Tier 2 and Tier 3 interventions according to the MTSS process. Teachers will implement with fidelity approved research-based interventions according to student needs and consistently monitor student data.	Objective Met 06/01/21	Jessica Williams	07/01/2021
Actions						
	10/17/17	The MTSS Coordinators will establish an MTSS Leadership Team.		Complete 09/01/2017	Jessica Williams	09/01/2017
	Notes: Student Success & Accountability					
	12/13/17	The MTSS Coordinators will provide PD to staff on MTSS overview.		Complete 10/27/2017	Jessica Williams	11/10/2017
	Notes: Student Success & Accountability					
	12/13/17	Administrators will provide a half-day workday to grade levels to analyze grade level data and create Tier I plan.		Complete 11/08/2017	Kate Tayloe	12/01/2017
	Notes: Student Success & Accountability					
	12/13/17	The MTSS Leadership Team will provide PD to staff (grade level mtgs) regarding Tier II interventions and paperwork.		Complete 11/01/2017	Jessica Williams	01/25/2018
	Notes: Student Success & Accountability					
	10/17/17	The MTSS Leadership Team will identify research based interventions to be used with Tier 2 and Tier 3 students at Alderman		Complete 12/19/2017	Jessica Williams	01/25/2018
	Notes: Student Success & Accountability					
	10/17/17	The MTSS Leadership Team will meet monthly.		Complete 06/08/2018	Jessica Williams	06/08/2018
	Notes: Student Success & Accountability					
	12/13/17	The Speech Language Pathologist will provide iinformation on process for students who need support related to speech.		Complete 11/01/2017	Jessica Williams	06/08/2018
	Notes:					
	12/13/17	The school psychologist will provide information on process for students who need support related to OT, PT.		Complete 04/11/2018	Julie Cox Beckham	06/08/2018

<i>Notes:</i> Student Success & Accountability				
12/4/18	The Student Success & Accountability Committee will create a share a progress monitoring responsibility document with classroom teachers and interentionists to communicate areas and frequency of progress monitoring as well as which staff member will be responsible for completing assignments.	Complete 11/19/2018	Jessica Williams	11/30/2018
<i>Notes:</i> Student Success & Accountability				
11/13/18	The Student Success & Accountability Committee will create a checklist that includes steps for moving students between Tiers and what data needs to be collected for MTSS meetings.	Complete 12/05/2018	Jana Bell	12/21/2018
<i>Notes:</i> Student Success & Accountability				
2/5/19	The Student Success & Accountability Committee will create a survey to gauge teachers' knowledge regarding available intervention materials at Alderman.	Complete 01/17/2019	DeShondra Smith	01/18/2019
<i>Notes:</i> SS&A				
2/5/19	The Student Success & Accountability Committee will share intervention matrix and checklist with the SIT Grade Level Reps, who will share and begin using the checklist and information with the teachers on their grade levels.	Complete 01/23/2019	Jessica Williams	01/25/2019
<i>Notes:</i> SS&A				
12/4/18	The Student Success & Accountability Committee will update and share an intervention matrix with teachers to communicate which researched based interventions are available.	Complete 01/23/2019	Jessica Williams	01/31/2019
<i>Notes:</i> Student Success & Accountability				
2/5/19	The Student Success & Accountability Committee will create and distribute a flowchart to aid teachers in determining next steps for addressing student needs and academic performance.	Complete 01/23/2019	Jana Bell	02/28/2019
<i>Notes:</i> SS&A				
10/17/17	The Student Success & Accountability Committee will monitor data for students at Tier 3.	Complete 06/19/2019	Jessica Williams	06/19/2019
<i>Notes:</i> Student Success & Accountability				
12/3/19	The MTSS Leadership Team will create a survey to gauge teachers' knowledge regarding available intervention materials at Alderman.	Complete 09/30/2019	Jessica Williams	09/30/2019
<i>Notes:</i> Student Success and Accountability				

	12/3/19	The Student Success and Accountability Committee will analyze results from the Available Intervention Materials survey to determine which staff members can support teachers in implementing Tier 2 interventions with fidelity.	Complete 10/23/2019	Jessica Williams	10/23/2019	
Notes: Student Success and Accountability						
	12/3/19	The Student Success and Accountability Committee will create a progress monitoring skill progression chart to be utilized by teachers in making decisions about areas for data collection based on assessments in mClass, aimsWeb, and Istation)	Complete 12/20/2019	Jessica Williams	12/20/2019	
Notes: Student Success and Accountability						
	12/3/19	Teachers in grades kindergarten through fifth grade will receive a video tutorial in utilizing Istation benchmark and progress monitoring data to make decisions regarding core instruction and intervention.	Complete 01/31/2020	Jessica Williams	01/31/2020	
Notes: Student Success and Accountability						
	12/3/19	The MTSS leadership team will monitor data for students at Tier 3 according to intervention and progress monitoring areas of focus.	Complete 05/28/2021	Jessica Williams	05/28/2021	
Notes: Student Success and Accountability						
		A4.02	Teams of special educators, general education teachers, and related service providers meet regularly to enhance/unify instructional planning and program implementation for students with disabilities. (5118)	Implementation Status	Assigned To	Target Date
Initial Assessment:			Limited Development 09/13/2016			
How it will look when fully met:				Sally Galyean	06/30/2022	
Actions			6 of 8 (75%)			
	6/22/20	All K-2 and EC teachers will engage in Wilson Foundations professional development.	Complete 08/20/2019	Kate Tayloe	08/31/2019	
Notes: TSI						
	6/22/20	All K-5 and EC teachers will engage in Vertical Alignment Planning.	Complete 08/16/2019	Kate Tayloe	08/31/2019	
Notes: TSI						

6/22/20	The Instructional Alignment Committee, in conjunction with EC teachers, will create a plan for implementing Instructional Alignment strategies for the 19-20 school year.	Complete 08/13/2019	Kate Tayloe	08/31/2019
<i>Notes:</i> TSI				
6/22/20	A representative group of K-3 and EC teachers will engage in Reading Research to Classroom Practice professional development.	Complete 11/22/2019	Kate Tayloe	11/30/2019
<i>Notes:</i> TSI				
6/22/20	A representative group of K-3 and EC teachers will engage in Math Foundations professional development.	Complete 12/05/2019	Kate Tayloe	12/31/2019
<i>Notes:</i> TSI				
6/8/21	The Instructional Alignment Committee, in conjunction with EC teachers, will create a plan for implementing Instructional Alignment strategies for the 20-21 school year.	Complete 10/30/2020	Sally Galyean	10/31/2020
<i>Notes:</i> EC Team				
10/17/21	Develop a schedule that allows EC teachers to share tips or needed information at each staff meeting		Jordan Steinhilber	06/01/2022
<i>Notes:</i>				
10/17/21	EC teachers will support classroom teachers with shared students by completing progress reports and report cards as a team.		Holdridge and McKeon	06/01/2022
<i>Notes:</i>				

		A4.04	The school promotes social/emotional competency in school rituals and routines, such as morning announcements, awards assemblies, hallway and classroom wall displays, and student competitions.(5122)	Implementation Status	Assigned To	Target Date
Initial Assessment:			School rituals at Alderman include: morning and afternoon announcements and end of year award ceremonies.	Limited Development 11/08/2018		
How it will look when fully met:			<ul style="list-style-type: none">• Morning meeting structure will be in place• morning announcements will be done daily• soaring eagles will be announced each day during morning announcements• 9 week celebrations will be in place and students will know what expectations they need to meet in order to participate - list of students who participate• Posters are put up in the classrooms, hallways, cafeteria, bathroom, etc• Walkthrough tool for: morning meeting, posters		Melanie Rhyne	05/26/2023
Actions				23 of 24 (96%)		
	11/8/18	The school administrators will ensure that the morning announcements include student led pledge, Soaring Eagle Recognitions, and Birthdays.		Complete 08/27/2018	Kate Tayloe	08/27/2018
Notes: PBIS						
	11/8/18	PBIS Team will provide initial Morning Meeting PD and expectations to all staff.		Complete 08/21/2018	Jennifer Booher	08/31/2018
Notes: PBIS						
	2/5/19	PBIS Team, in cooperation with our bus drivers, will implement Perfect Passengers student recognitions to be announced each Friday.		Complete 11/12/2018	MarCella Watkins	11/15/2018
Notes: PBIS						
	11/8/18	PBIS Team will create a plan for 9 weeks Soaring Eagle celebrations.		Complete 11/26/2018	Jennifer Booher	11/30/2018
Notes: PBIS						
	11/14/18	PBIS team will create a plan for school wide awards and celebrations to begin in 2018-2019.		Complete 11/26/2018	Jennifer Booher	12/21/2018
Notes: PBIS						
	11/8/18	The PBIS Team will create a daily chant/motto for the school which explicitly includes the expectations (respectful, responsible, safe, healthy, and kind).		Complete 01/10/2019	Jennifer Booher	01/31/2019
Notes: PBIS						
	2/5/19	Admin will coordinate Bus Safety training featuring Buster the Bus Assembly.		Complete 01/25/2019	Dale Miller	01/31/2019

	Notes: PBIS			
2/5/19	PBIS Team will begin monthly celebration for students without bus referrals for the previous month.	Complete 02/08/2019	Kate Tayloe	02/15/2019
	Notes: PBIS			
2/5/19	The EC team will create a video to be used to teach the school our school PBIS chant.	Complete 02/22/2019	Vicki Ogden	02/28/2019
	Notes: PBIS			
1/15/19	PBIS Team will create staff, student, and parent surveys to collect input on PBIS implementation.	Complete 03/29/2019	Jennifer Booher	03/31/2019
	Notes: PBIS			
1/15/19	The PBIS team will administer and collect PBIS Parent Survey Data.	Complete 03/21/2019	Jennifer Booher	03/31/2019
	Notes: PBIS			
3/6/19	PBIS Team will share video of schoolwide chant at staff meeting for teachers to start teaching the chant.	Complete 04/02/2019	Jennifer Booher	04/03/2019
	Notes: PBIS			
11/14/18	The PBIS Team will implement school wide PBIS awards and celebrations to recognize students who meet expectations.	Complete 06/13/2019	Jennifer Booher	06/30/2019
	Notes: PBIS			
1/15/19	PBIS Team will analyze results of staff, student, and parent surveys to collect input on PBIS.	Complete 12/03/2019	Jennifer Booher	08/31/2019
	Notes: PBIS			
12/3/19	PBIS Team will create a plan for 9 weeks Soaring Eagle celebrations.	Complete 09/30/2019	Jennifer Booher	09/30/2019
	Notes: PBIS			
12/3/19	PBIS Team will implement school wide PBIS awards and celebrations for students who meet expectations for the first nine weeks.	Complete 10/31/2019	Jennifer Booher	10/31/2019
	Notes: PBIS			
12/3/19	PBIS Team will implement school wide PBIS awards and celebrations for students who meet expectations for the second nine weeks.	Complete 01/24/2020	Jennifer Booher	01/24/2020
	Notes: PBIS			
1/15/19	PBIS Team will provide PBIS information with posters on school website to inform stakeholders of school-wide expectations.	Complete 01/24/2020	Kate Tayloe	01/24/2020
	Notes: PBIS			
6/14/21	Classroom teachers will set up several MM times to establish zoom classroom norms and procedures in smaller groups	Complete 09/01/2020	Teachers	09/01/2020
	Notes:			

6/14/21	PBIS team will reshare school chant video with teachers, so students can learn the school chant prior to returning to school.	Complete 09/30/2020	Booher	09/30/2020
<i>Notes:</i>				
6/14/21	PBIS team will ensure all classroom teachers and school staff have materials to give students soaring eagle stickers when showing school-wide expectations	Complete 09/30/2020	Booher	09/30/2020
<i>Notes:</i>				
6/14/21	PBIS team will create a video to teacher routines and procedures at school for when students return	Complete 10/06/2020	Adriana Poveromo	10/06/2020
<i>Notes:</i>				
6/14/21	PBIS Team will update PBIS posters with expectations that reflect our current situation with COVID. PBIS Team will check to ensure all communal locations have the proper expectations poster associated with that area.	Complete 03/01/2021	PBIS Team	01/08/2021
<i>Notes:</i>				
12/3/19	PBIS Team, in cooperation with our bus drivers, will implement Perfect Passengers student recognitions to be announced each Friday.		Jennifer Booher	08/31/2023
<i>Notes:</i> PBIS				

		A4.05	ALL teachers teach and reinforce positive social skills, self-respect, relationships, and responsibility for the consequences of decisions and actions.(5123)	Implementation Status	Assigned To	Target Date
Initial Assessment:			Currently, at Alderman, the schedule allows for all grade levels to utilize the county-adopted SEL program, Harmony. This includes conversation cards and online Harmony. The school counselor pushes into classes weekly to teach topics related to SEL and introduce Zones of Regulation to all students. We are a PBIS that has behavior expectations embedded, taught, and retaught as needed using similar language. We have a full-time school, counselor, social worker, and mental health therapist (at the time she is being replaced through Costal Horizons). We have a newly formed behavior leadership team which is analyzing data in order to make changes to the school behavior plan and SEL within the school. We do teach social skills and replacement behaviors at Tier 2 and 3 and EC.	Limited Development 09/22/2021		
How it will look when fully met:			To make this indicator fully developed the school will have a standardized calm down area in all classes; use a common language to discuss feelings, behaviors, expectations, and redirections; will have standardized language for conflict resolution; establish routines/norms for discourse; use of zones of regulations in the classroom and not just at Tier 3 and EC. These actions will result in a decrease in behavior referrals and tier 2 and 3 referrals.		Victoria Ogden	07/01/2023
Actions				5 of 10 (50%)		
	10/25/21	The principal will identify staff to participate in the county Behvaior PLC and become part of the BLT at Alderman		Complete 08/23/2021	Jordan Steinhilber	08/21/2021
Notes:						
	10/25/21	The BLT will create the new school motto and communicate it to the staff.		Complete 08/23/2021	BLT	08/23/2021
Notes:						
	10/25/21	The BLT will create a folder insert which will display the motto and be used in school communication folders.		Complete 08/23/2021	Melanie Rhyne	08/23/2021
Notes:						
	10/25/21	All teachers will display the school motto on their signature line of email		Complete 09/01/2021	Jordan Steinhilber	09/01/2021

Notes:						
10/25/21	BLT will create and display new school motto on posters around the school		Complete 09/01/2021	BLT	09/02/2021	
Notes:						
10/25/21	The behavior leadership team will create a major and minor reference document to be used by all teachers			BLT	11/30/2021	
Notes:						
10/25/21	The BLT will communicate and support the use of the Major and Minor behavior document at staff meetings, PLCs, and one on one coaching sessions			Kelly Mull	06/01/2022	
Notes:						
10/25/21	The BLT will monitor the use of Educator's Handbook, monthly, to determine changes that may need to be made to the major and minor reference sheet			BLT	06/01/2022	
Notes:						
10/25/21	The BLT will schedule monthly meetings the first Tuesday of the month.			Melanie Rhyne	06/02/2022	
Notes:						
10/25/21	The BLT will attend all county wide meetings.			Jordan Steinhilber	06/12/2022	
Notes:						
	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
Initial Assessment:			We are currently in Implementation Year 1 of PBIS. Some teachers conduct daily morning class meetings, though not aligned with the Morning Meeting structure. The school has the current resources available for emotional literacy: Second Step, MindUp, guidance counselor available for small group or whole class guidance / social skills, FIT team to discuss student concerns.	Limited Development 03/22/2016		
How it will look when fully met:			All staff members will foster a common language of student behavior expectations throughout the school. Students needing support will receive resources based upon their needs. Classroom teachers will implement research-based emotional literacy strategies in their classrooms daily.	Jordan Steinhilber	05/26/2023	
Actions				16 of 22 (73%)		
10/17/17	All teachers will create a "turn around" space in their room where students can take a moment to reflect on their behavior and establish a plan for moving forward with success.		Complete 09/01/2017	Kate Tayloe	09/01/2017	

<i>Notes:</i> Student Success & Accountability				
10/17/17	Behavior Reflection forms will be created for Kindergarten, 1st-2nd, and 3rd-5th grades to be used with all students.	Complete 09/01/2017	Kate Tayloe	09/01/2017
<i>Notes:</i> Student Success & Accountability				
12/13/17	Revisit procedures with staff for school wide behavior charts.	Complete 01/10/2018	Jennifer Booher	01/25/2018
<i>Notes:</i> Student Success & Accountability				
4/19/18	Conduct 2nd Semester Staff Book Study on The Morning Meeting Book (Kriete and Davis)	Complete 06/08/2018	Kate Tayloe	06/15/2018
<i>Notes:</i> Student Success & Accountability				
12/13/17	With staff input, establish expectations for Morning Meeting for 2018-2019.	Complete 08/21/2018	Kate Tayloe	08/15/2018
<i>Notes:</i> Student Success & Accountability				
11/8/18	The Master Schedule will include 25 minutes designated for Morning Meeting.	Complete 08/16/2018	Kate Tayloe	08/16/2018
<i>Notes:</i> Student Success & Accountability				
12/13/17	Communicate Morning Meeting expectations to staff.	Complete 08/21/2018	Kate Tayloe	08/31/2018
<i>Notes:</i>				
12/13/17	Review process for scheduling classroom guidance lessons.	Complete 10/08/2018	Ellen Clayton	09/30/2018
<i>Notes:</i> Student Success & Accountability				
11/8/18	Admin will reinforce expectations for turn around spaces and reflection sheets in the classroom.	Complete 11/14/2018	Kate Tayloe	11/30/2018
<i>Notes:</i> Student Success & Accountability				
11/8/18	Admin will communicate that teachers should store behavior reflection sheets in Student Data Notebooks.	Complete 11/14/2018	Kate Tayloe	11/30/2018
<i>Notes:</i> Student Success & Accountability				
11/8/18	School administrators will review with teachers the process for bouncing students from one classroom to another so students can reset, reflect, and then return to class.	Complete 11/14/2018	Kate Tayloe	11/30/2018
<i>Notes:</i>				
11/8/18	Create a Morning Meeting walkthrough/observation tool to monitor implementation with fidelity.	Complete 01/31/2019	Jennifer Booher	12/21/2018
<i>Notes:</i> Student Success & Accountability				
11/8/18	Administrators will provide an ABE refresher for staff that addresses the difference between classroom and office referrals, as well as major versus minor infractions.	Complete 01/09/2019	Kate Tayloe	01/31/2019

<i>Notes:</i> Student Success & Accountability				
10/17/17	Teachers will be trained in the process to provide interventions for students who are struggling to manage their emotions.	Complete 10/09/2019	Jessica Williams	10/30/2019
<i>Notes:</i> Student Success & Accountability				
10/25/21	All teachers will create a calm down area in their classroom with provided materials	Complete 09/01/2021	Jordan Steinhilber	09/01/2021
<i>Notes:</i>				
10/25/21	The BLT will create reflection forms to be used for student reflection in all calm down areas		BLT	12/20/2021
<i>Notes:</i>				
10/25/21	All teachers will be trained in how to use Educator's Handbook to track minor and major behaviors		BLT	06/01/2022
<i>Notes:</i> Done in August 2021 and in September 2022 at staff meetings already.				
10/25/21	All students will be exposed to the Zones of Regulation curriculum through guidance lessons		Chloe Jackson	06/01/2022
<i>Notes:</i>				
10/25/21	All teachers will be trained and exposed to Zones of Regulation.		Chloe Jackson	06/01/2022
<i>Notes:</i>				
12/13/17	Have Mental Health Therapist share protocol so all staff are aware of referral process and services offered.	Complete 08/21/2018	Jordan Steinhilber	08/31/2022
<i>Notes:</i> Student Success & Accountability				
10/25/21	All classes will post Zones of Regulations posters in the calm down area.		BLT	12/20/2022
<i>Notes:</i>				
6/26/19	During PLCs coach and MTSS coordinator will share behavior data.		Kelly Mull	08/31/2023
<i>Notes:</i> Student Success & Accountability				

	KEY	A4.16	The school develops and implements consistent, intentional, and on-going plans to support student transitions for grade-to-grade and level-to-level.(5134)	Implementation Status	Assigned To	Target Date
Initial Assessment:			Currently, our EC team meets with middle school EC staff members to help transition students moving from fifth to sixth grade. Documents are provided to middle schools to indicate specific student identifications. Middle school counselors visit the school to provide a brief school-specific orientation. Teachers complete student data cards to assist in creating balanced classes and to provide to the next teacher. Rising kindergarten program and kindergarten play-date are offered during the summer to all rising kindergarten students.	Limited Development 08/31/2017		
How it will look when fully met:			Grade levels will collaborate and engage in vertical planning to ensure efficient transitions of students each year.		Jordan Steinhilber	05/26/2023
Actions				2 of 5 (40%)		
	12/13/17		Review (with feedback from teachers) the process for creating class lists for the next school year.	Complete 06/05/2018	Kate Tayloe	05/23/2018
<i>Notes:</i> Instructional Leadership Team						
	12/13/17		Have teachers fill out cards for student placement at the next grade level.	Complete 06/14/2018	Kate Tayloe	06/15/2018
<i>Notes:</i> Instructional Leadership Team						
	12/13/17		Teachers at each grade level will create a newsletter that informs incoming students and families of upcoming grade level expectations.		Kate Tayloe	08/31/2022
<i>Notes:</i> Instructional Leadership Team						
	12/13/17		Have students at each grade level visit the next grade level on "move up" day.		Kate Tayloe	08/31/2022
<i>Notes:</i> Instructional Alignment Committee						
	10/17/17		The Instructional Alignment Committee will develop and implement processes and procedures to support student transitions from one grade level to the next.		Kate Tayloe	08/31/2023
<i>Notes:</i> Instructional Alignment Committee						

		A4.17	The school implements a reliable and valid system-wide screening process for academics and behavior that includes the assessment of all students multiple times per year and establishes decision rules to determine students in need of targeted intervention.(5856)	Implementation Status	Assigned To	Target Date
Initial Assessment:			Currently students take K-5 benchmark assessments in Reading and Math three times a year. After BOY and MOY benchmarks the Instructional Leadership Team analyzes data with grade levels to determine which students need targeted intervention to support skill deficits.	Limited Development 11/08/2018		
			Priority Score: 3 Opportunity Score: 3 Index Score: 9			
How it will look when fully met:			This indicator will be at full implementation when the above actions occur by teachers, with the support of the Instructional Leadership Team.	Objective Met 08/26/21	Jordan Steinhilber	07/01/2021
Actions						
	11/8/18		The ILT will review and analyze BOY data (mCLASS, aimsWebPlus, and i-Ready) and then meet with grade levels to share information regarding students who require targeted intervention to address skill deficits.	Complete 11/06/2018	Kate Tayloe	11/30/2018
<i>Notes:</i> Student Success & Accountability						
	11/8/18		The ILT will review and analyze MOY data (mCLASS, aimsWebPlus, and i-Ready) and then meet with grade levels to share information regarding students who require targeted intervention to address skill deficits.	Complete 02/22/2019	Kate Tayloe	02/28/2019
<i>Notes:</i> Student Success & Accountability						
	12/3/19		The ILT will review and analyze BOY data (mClass, aimsWebPlus, and IStation) and then meet with grade levels to share information regarding students who require targeted intervention to address skill deficits.	Complete 11/20/2019	Jessica Williams	11/30/2019
<i>Notes:</i> Student Success and Accountability						
	12/3/19		The ILT will review and analyze BOY data (mClass, aimsWebPlus, and i-Ready) and then meet with grade levels to share information regarding students who require targeted intervention to address skill deficits.	Complete 10/30/2020	Jessica Williams	10/31/2020
<i>Notes:</i> Student Success and Accountability						
Implementation:				08/26/2021		

Evidence			8/26/2021 See an example of Data Form for 1st grade			
Experience			8/26/2021 The ILT meets with teachers to ensure valid assessment data is used to determining the need for intervention or acceleration.			
Sustainability			8/26/2021 The ILT will continue to meeet with teachers to ensure valid assessment data is used to determining the need for intervention or acceleration. This will be done weekly at PLCs.			
		A4.21	The school selects, implements, and evaluates evidenced-based programs that enhance social/emotional competency.(5355)	Implementation Status	Assigned To	Target Date
Initial Assessment:			We have found a program to use for Tier 1 Social Skills Instruction.	Limited Development 11/08/2018		
How it will look when fully met:			- All staff will implement a common social emotional curriculum. - Data Collection - Walkthroughs, lesson plans, feedback from teachers - Office discipline referrals will decrease. - Data collection - ABE Historical Data - All staff and students will use a common language to exhibit social emotional competency.		Kelly Mull	05/26/2023
Actions				5 of 7 (71%)		
	11/8/18	Members of the SS&A Team will attend training for the Sanford Harmony Curriculum.		Complete 08/24/2018	Kate Tayloe	08/31/2018
Notes: Student Success & Accountability						
	11/8/18	All teachers will be trained on implementation of Sanford Harmony curriculum.		Complete 08/31/2018	Jennifer Booher	08/31/2018
Notes: Student Success & Accountability						
	11/8/18	All teachers will be provided with necessary materials needed to implement Sanford Harmony curriculum.		Complete 08/31/2018	Jennifer Booher	08/31/2018
Notes: Student Success & Accountability						
	11/8/18	SS&A will create a Sanford Harmony implementation fidelity tool.		Complete 11/20/2018	Jennifer Booher	11/30/2018
Notes: Student Success & Accountability						

10/25/21	All grade levels will participate in a refresher of Harmony with Susan Cole	Complete 09/30/2021	Jordan Steinhilber	09/30/2021
<i>Notes:</i>				
10/25/21	All classrooms will create, post, and use Harmony goals.		BLT	06/01/2022
<i>Notes:</i>				
11/8/18	School administrators will utilize the Sanford Harmony implementation fidelity tool.		Kate Tayloe	08/31/2022
<i>Notes:</i> Student Success & Accountability				

Core Function:			Dimension B - Leadership Capacity			
Effective Practice:			Strategic planning, mission, and vision			
	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:			We are currently in Implementation Year 1 of Learning Focused framework. Teachers will create instructional teams based upon interest to attend and deliver professional development across curriculum areas. Instructional coaches will meet with administrative team weekly to discuss next steps for instruction.	Limited Development 03/22/2016		
			Priority Score: 3 Opportunity Score: 3 Index Score: 9			
How it will look when fully met:			The instructional leadership team will meet weekly to discuss instructional practices evidenced by student achievement data. Decisions will be made based upon student data, observation/walk-through data, teacher perception data.	Objective Met 08/26/21	Jessica Williams	07/01/2021
Actions						
10/17/17		Instructional Leadership Team will be established and members notified of roles/responsibilities.		Complete 08/01/2017	Kate Tayloe	08/18/2017
Notes: Instructional Leadership Team						
12/13/17		First Semester - Implement i-Ready in all classrooms, rewarding students weekly for meeting the time expectation of 45 min/week in both Reading and Math.		Complete 01/25/2018	Kate Tayloe	01/31/2018
Notes: Instructional Leadership Team						
12/13/17		ILT will review, analyze, and share MOY data with staff.		Complete 02/21/2018	Kate Tayloe	02/28/2018
Notes: Instructional Leadership Team						

10/17/17	ILT will meet weekly to review data, assess needs, and plan professional development opportunities.	Complete 06/08/2018	Kate Tayloe	06/08/2018
<i>Notes:</i>				
12/13/17	ILT will review, analyze, and share EOY data with staff.	Complete 06/15/2018	Kate Tayloe	06/29/2018
<i>Notes:</i>				
12/13/17	ILT will review, analyze, and share BOY data with staff.	Complete 11/06/2018	Kate Tayloe	10/31/2018
<i>Notes:</i>				
11/7/18	Implement I-Ready in all classrooms, recognizing students weekly for meeting their i-Ready goal (45 minutes/week) in both reading and math.	Complete 11/13/2018	Kate Tayloe	11/30/2018
<i>Notes:</i>				
12/13/17	Provide i-Ready PD to help teachers maximize this tool with their students.	Complete 02/22/2019	Jennifer Booher	02/28/2019
<i>Notes:</i>				
12/13/17	Provide PD for staff on how to use aimswebPlus data to inform instruction.	Complete 02/22/2019	Jessica Williams	02/28/2019
<i>Notes:</i>				
4/19/18	Second Semester - Implement i-Ready in all classrooms, rewarding students weekly for passing 5+ Lessons w/80% accuracy in Reading and Math.	Complete 03/11/2019	Kate Tayloe	03/31/2019
<i>Notes:</i>				
6/13/18	ILT will meet monthly to review data, assess needs, and plan professional development opportunities.	Complete 05/31/2019	Kate Tayloe	06/08/2019
<i>Notes:</i>				
Implementation:		08/26/2021		
Evidence	8/26/2021 See evidence folder			
Experience	8/26/2021 The ILT meets weekly to update the team on students, staff, curriculum, testing, and other updates. The SIT meetings once pe month and committees based on indicators meet once a month.			
Sustainability	8/26/2021 Continued practice of scheduling and holding 2 monthly meetings to discuss school improvement goals, actions, and progress.			

		B1.07	The school's Leadership Team/ Health Council regularly reviews data which reflect the school's health, nutrition and safety policies, school environment, work-site wellness, attendance and discipline records and will use the data to make decisions about school improvement and professional development needs. (5859)	Implementation Status	Assigned To	Target Date
Initial Assessment:			We have established "healthy" as a school wide expectation for students and staff to be Soaring Eagles. The work of what that looks like is in the beginning stages.	Limited Development 12/04/2018		
How it will look when fully met:			<p>The school is engaged in practices that ensure students and staff utilize information and resources to promote the health of themselves and others. Student and staff attendance and discipline referrals decrease and student engagement increases.</p> <p>Data Measures: student attendance, staff attendance, discipline referrals, breakfast, lunch, snacks, NourishNC</p>		Jordan Steinhilber	07/01/2022
Actions				19 of 20 (95%)		
	12/4/18		The committee chair/Wellness Champion will attend the district Wellness Meeting to learn more about district expectations based on board policy.	Complete 12/04/2018	Johnathon Sidbury	12/04/2018
<i>Notes:</i> Wellness Committee						
	12/4/18		The committee will meet to brainstorm ideas for promoting and improving wellness at Alderman.	Complete 12/03/2018	Johnathon Sidbury	12/21/2018
<i>Notes:</i> Wellness Committee						
	12/4/18		The Wellness Committee, in conjunction with PBIS, will create a draft of a visual that promotes what it means for Soaring Eagles to be healthy in a variety of settings.	Complete 01/07/2019	J'Vanete Skiba	01/07/2019
<i>Notes:</i> Wellness Committee						
	1/15/19		The school nurse will provide information to students and staff regarding flu prevention, reports of flu, etc.	Complete 01/28/2019	Carolyn Davis	01/31/2019
<i>Notes:</i> Wellness						
	12/4/18		The Wellness Committee will revise the draft of the Health/Wellness visual for publication.	Complete 02/05/2019	J'Vanete Skiba	02/28/2019
<i>Notes:</i> Wellness Committee						
	1/15/19		The Wellness Committee will complete a self assessment for Alderman's Wellness Program using the Healthy Schools Program Assessment Guide.	Complete 01/28/2019	Kate Tayloe	02/28/2019

<i>Notes:</i> Wellness				
12/4/18	The Wellness Committee will have the Health/Wellness visual published and displayed in each classroom and throughout the school.	Complete 03/21/2019	J'Vanete Skiba	03/15/2019
<i>Notes:</i> Wellness Committee				
3/6/19	The Principal will order parent educational materials to distribute at Title I Family Night and Houston Moore Cookout	Complete 03/21/2019	Kate Tayloe	03/18/2019
<i>Notes:</i> Wellness Committee				
3/6/19	The Principal will ensure that parent educational materials will be available in the office/lobby, will be included in Kindergarten welcome bags, will be distributed at Title I Family Nights & the Houston Moore Cookout.	Complete 03/21/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Wellness Committee				
3/6/19	The Principal will meet with the Cafeteria Manager to discuss the promotion of healthy food and beverage choices using techniques recommended by the Alliance for a Healthier Generation.	Complete 03/25/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Wellness Committee				
3/6/19	Members of the Wellness Committee will obtain a list of vegetables served as a part of the school cafeteria lunch and determine creative, descriptive names to promote the vegetables to students.	Complete 03/25/2019	Annie Russo	03/31/2019
<i>Notes:</i> Wellness Committee				
3/6/19	The Principal will talk with the Cafeteria Manager to ensure that cafeteria staff warmly greets students upon entering the service line and continually throughout meal service.	Complete 04/03/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Wellness Committee				
3/6/19	The Principal will talk with the Cafeteria Manager to ensure that cafeteria staff politely prompts students to select a fruit or vegetable as a part of their meals.	Complete 04/03/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Wellness Committee				
3/6/19	The Principal will ensure that the daily menu is announced as a part of the morning announcements.	Complete 03/25/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Wellness Committee				
3/6/19	The Principal will ensure that the daily menu is posted in the office and lobby of the school.	Complete 04/03/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Wellness Committee				

3/6/19	The Principal will request that the Cafeteria Manager provides annual information about the benefits of school meals to teachers and administration.	Complete 03/25/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Wellness Committee				
3/6/19	Members of the Wellness Committee will contact community organizations and the local hospital to see how we might partner to engage students and their families in health promotion activities.	Complete 03/25/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Wellness Committee				
3/6/19	The Principal will discuss with the Art Teacher how we can brand, name, and decorate our cafeteria in a way that reflects our student body.	Complete 04/30/2019	Kate Tayloe	04/30/2019
<i>Notes:</i> Wellness Committee				
4/2/19	The Principal will follow-up with the Art Teacher to discuss how we can brand, name, and decorate our cafeteria in a way that reflects our student body.	Complete 07/01/2019	Kate Tayloe	07/01/2019
<i>Notes:</i> Wellness Committee				
4/2/19	The Wellness Committee will work to plan a Health Fair to be a component of our Title I Family night		Kate Tayloe	08/31/2022
<i>Notes:</i> Wellness Committee				

Core Function:			Dimension B - Leadership Capacity			
Effective Practice:			Distributed leadership and collaboration			
		B2.01	School culture promotes and supports the physical, social, emotional, and behavioral health of all school personnel. (5855)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			We have a staff morale committee which focuses on supporting our staff and enriching our school culture.	Limited Development 11/08/2018		
			Priority Score: 2 Opportunity Score: 3 Index Score: 6			
How it will look when fully met:			<p>The staff morale subcommittee believes that they are currently at partial implementation for indicator B2.01. For this objective to become fully implemented, the subcommittee believes that all teachers should be given the opportunity to socialize outside of the work place with a wide array of activities.</p> <p>How can we monitor this? Anonymous survey at the end of year? Should we send out a BOY Survey to teachers ?</p> <p>*Staff retention will be higher than previous years.</p>	Objective Met 08/26/21	Brittany Jacobs	07/01/2021
Actions						
	11/8/18	Establish and communicate to staff the function of the school's Hospitality Committee.		Complete 08/22/2017	Brittany Jacobs	09/01/2017
<i>Notes:</i> Staff Morale						
	11/8/18	Establish and communicate to staff the function of the school's Hospitality Committee.		Complete 08/21/2018	Brittany Jacobs	09/01/2018
<i>Notes:</i> Staff Morale						
	11/8/18	Winter Holiday Celebrations. This member will be in charge of hosting the Secret Santa activity. They will need to pass out the sheet before Thanksgiving break, collect and determine a date to hold the Secret Santa drawing. This member will need to send out a reminder email to staff with details. This member will also arrange an Ugly Sweater and/or the holiday door decorating contests.		Complete 11/29/2018	Holly Draughn	12/21/2018
<i>Notes:</i> Staff Morale						

11/8/18	The birthday greeter will be responsible for passing out birthday cards to social committee paid members (highlighted in green) along with their favorite candy/drink on the day of their birthday. The Greeter will need to buy cards and candy in advance and turn all receipts with their signature into the Chair to be reimbursed.	Complete 06/19/2019	Judy Vaughn	06/30/2019
<i>Notes:</i> Staff Morale				
11/8/18	Monthly Staff Recognition and Birthday celebrations. This person will need to email the staff that is responsible for hosting the monthly birthday celebrations on this list at the beginning of each month. This person will also need to arrive to the Wednesday Birthday Celebration ahead of time to set out the paper products. If the paper products are running low (napkins, plates, utensils) it is this person's job to get it before the Wednesday Birthday Celebration. Birthday celebrations will be held on the second Wednesday of every month unless stated.	Complete 06/19/2019	Mark Quindlen	06/30/2019
<i>Notes:</i> Staff Morale				
11/8/18	The first Friday of every month will be designated Friday Happy Hour. This gives staff an opportunity to mingle outside of work. This person will need to create a Google event and email staff at least a week ahead of time. Determine the amount of staff planning to attend and call the restaurant ahead of time if needed.	Complete 06/19/2019	Megan Prey	06/30/2019
<i>Notes:</i> Staff Morale				
11/8/18	Celebrations and Bereavement. This group will determine the date and general details of the celebrations (baby, wedding, retirement) or bereavement. The group will need to purchase the Staff Morale Committee gift if applicable (look at Staff Morale Committee by-laws). *If staff is getting remarried or not having their first child, the social committee can still host a celebration without a gift (see by-laws)	Complete 06/19/2019	Brittany Jacobs	06/30/2019
<i>Notes:</i> Staff Morale				
11/8/18	Treats for Staff Morale members. This member will purchase little treats for paid Staff Morale Committee members. This could be donuts and juice for the staff, little candies in mailbox, random raffles, etc. This member will turn all receipts with their signature into the Chair to be reimbursed.	Complete 06/19/2019	Candace Cates	06/30/2019
<i>Notes:</i> Staff Morale				
11/8/18	Fun outings for all staff members. This group will come up with ideas for staff to do either on PD days or for mingling outside of work. This could be a painting party, escape room, local festival outings, etc. This group will pick dates and send out a survey to determine the interest and plan accordingly.	Complete 06/19/2019	Brittany Jacobs	06/30/2019

<i>Notes:</i> Staff Morale				
9/12/20	The Staff Morale Committee will review and update bylaws for staff morale to share with SIT committee.	Complete 08/26/2020	Brittany Jacobs	08/26/2020
<i>Notes:</i> Staff Morale				
9/12/20	The Staff Morale Committee will create a survey for staff to determine staff interest and comfort level for future activities.	Complete 09/04/2020	Kellie Castelluzzo	09/04/2020
<i>Notes:</i> Staff Morale				
9/12/20	The Staff Morale Committee Chair will email staff to explain by-laws and purpose of Staff Morale, as well as cost to join (\$20)	Complete 08/28/2020	Brittany Jacobs	09/04/2020
<i>Notes:</i> Staff Morale				
9/12/20	The Staff Morale Committee will reach out to First Baptist and PTA to see if they would be interested in supporting the staff.	Complete 10/30/2020	Megan Prey	10/18/2020
<i>Notes:</i> Staff Morale				
Implementation:		08/26/2021		
Evidence	8/26/2021 Sustained Social Committee and continuation of strategies to enhance the well-being and retention of staff.			
Experience	8/26/2021 The team has planned for sustained activities to support the well-being and health of all school personnel.			
Sustainability	8/26/2021 Continue to have an active Social Committee and tie in with another indicator of success.			

	KEY	B2.03	The school has established a team structure among teachers with specific duties and time for instructional planning.(5143)	Implementation Status	Assigned To	Target Date
Initial Assessment:			Grade level agenda/meeting notes in Google Drive. Master schedule allows for grade level planning. Master staff duty schedule has been created, to include morning, lunch, and afternoon supervision. Grade-level chairpersons have been identified. Cross-grade level planning time has been allotted for fourth and fifth grades.	Limited Development 03/22/2016		
			Priority Score: 2 Opportunity Score: 3	Index Score: 6		
How it will look when fully met:			All staff members will follow the morning and afternoon duty schedule to ensure equity in coverage and appropriate supervision of students.	Objective Met 08/26/21	Dale Miller	07/01/2021
Actions						
10/17/17		A morning duty schedule will be created which ensures all students are well supervised and all teachers are ready and available to receive students at 7:25 a.m.		Complete 08/16/2017	Kate Tayloe	08/16/2017
Notes: Principal						
10/17/17		An afternoon duty schedule will be created which ensures all students are well supervised and all teachers are released by 3 p.m. for planning, meetings, other professional responsibilities.		Complete 08/16/2017	Kate Tayloe	08/16/2017
Notes: Principal						
10/17/17		A lunch duty schedule will be created that will provide teachers with an unencumbered lunch period.		Complete 08/16/2017	Kate Tayloe	08/16/2017
Notes: Principal						
10/17/17		A schedule will be created for itinerant classes that will provide teachers with a planning period 4 out of 5 days each week.		Complete 08/16/2017	Kate Tayloe	08/16/2017
Notes: Principal						
10/17/17		A schedule will be created which will give teachers at least 2 opportunities throughout the year to spend a school day collaboratively planning with their grade level team.		Complete 01/29/2018	Kate Tayloe	04/30/2018
Notes: Instructional Leadership Team						
11/8/18		Admin will give teachers a substitute for a half school day to be spent collaboratively planning with their grade level team.		Complete 01/14/2019	Kate Tayloe	01/15/2019
Notes: Instructional Leadership Team						
12/4/18		Admin will give teachers a substitute for a full school day to be spent collaboratively planning with their grade level team.		Complete 04/03/2019	Kate Tayloe	04/15/2019
Notes: Instructional Leadership Team						
Implementation:				08/26/2021		

Evidence	8/26/2021 See evidence folder			
Experience	8/26/2021 All staff have a duty schedule and master schedule that allows for common planning.			
Sustainability	8/26/2021 This practice will continue to be implemented and revised as needed by the ILT.			

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:			We are in Implementation Year 1 of Learning Focused framework and PBIS behavior management. As part of monitoring these expectations, walk-through instruments are available to provide feedback to teachers.	Limited Development 03/22/2016		
How it will look when fully met:			Administrative team and instructional coaches will provide regular feedback to teachers regarding the implementation of best instructional and behavior management strategies. Teachers and administrators will use the feedback to make decisions about professional development, improve practices, and monitor student achievement.		Jordan Steinhilber	07/01/2023
Actions				4 of 5 (80%)		
	10/17/17		The principal will create an observation matrix which will be shared with the staff.	Complete 08/16/2017	Kate Tayloe	08/16/2017
	<i>Notes:</i>					
	10/17/17		The principal will create walkthrough tools to collect data on student and teacher behaviors.	Complete 09/01/2017	Kate Tayloe	09/01/2017
	<i>Notes:</i>					
	10/17/17		The principal will create a Classroom Environment walkthrough tools to support and monitor alignment with the Learning Focused Framework.	Complete 09/15/2017	Kate Tayloe	10/02/2017
	<i>Notes:</i>					
	10/17/17		The administrative team will follow the schedule outlined in the observation matrix and will give timely feedback to teachers following each observation.	Complete 06/08/2018	Kate Tayloe	06/08/2018
	<i>Notes:</i>					

6/13/18	The administrative team will follow the schedule outlined in the observation matrix and will give timely feedback to teachers following each observation.		Kate Tayloe	06/08/2022
<i>Notes:</i>				

Core Function:		Dimension C - Professional Capacity			
Effective Practice:		Quality of professional development			
	C2.03	The LEA/School provides all staff high quality, ongoing, job-embedded, and differentiated professional development.(5163)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Currently we only provide differentiated PD for staff as it is requested by staff.	Limited Development 11/08/2018		
<i>How it will look when fully met:</i>		The school will have a system in place for teachers to request, facilitate, and engage in ongoing, job-embedded, and differentiated professional development.		Melanie Rhyne	05/26/2023
Actions			11 of 13 (85%)		
11/8/18	The team will create and share an anonymous Growth Survey to discover what teachers perceive to be their areas for growth/what they would like to learn from their colleagues.		Complete 12/04/2018	Kate Tayloe	12/07/2018
<i>Notes:</i> Teacher Growth & Development					
12/4/18	The team will analyze the results of the Growth Survey.		Complete 01/18/2019	Kate Tayloe	01/31/2019
<i>Notes:</i> Teacher Growth & Development					
12/4/18	The team will create and share a Strengths survey to identify teacher perceived areas of strength based on the Growth Survey results.		Complete 01/22/2019	Kate Tayloe	01/31/2019
<i>Notes:</i> Teacher Growth & Development					
2/5/19	The team will consult with the Instructional Leadership Team to add names of model teachers in the categories listed on the Strengths Survey.		Complete 02/15/2019	Kate Tayloe	02/15/2019
<i>Notes:</i> Teacher Growth & Development					
11/8/18	The team will analyze the results of the Strengths Survey.		Complete 02/04/2019	Kate Tayloe	02/15/2019
<i>Notes:</i> Teacher Growth & Development					
2/5/19	The TG&D team will create and share a structure for K-5 teachers to engage in site based peer observations.		Complete 02/15/2019	Kate Tayloe	03/01/2019
<i>Notes:</i> Teacher Growth & Development					

11/8/18	The team will create and share a visual reference of teacher leaders who can be observed based on specific instructional, management, and behavioral practices.	Complete 02/15/2019	Kate Tayloe	03/15/2019
<i>Notes:</i> Teacher Growth & Development				
3/6/19	The team will dissect the Indicators for School Success to align them with the NC Professional Teaching Standards.	Complete 03/28/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Teacher Growth & Development				
11/8/18	The principal will provide opportunities at monthly staff meetings for teachers to share what they have learned through peer observations.	Complete 03/13/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Teacher Growth & Development				
12/4/18	The principal will provide opportunities at monthly staff meetings for teachers to share what they have learned through peer observations.	Complete 04/10/2019	Kate Tayloe	04/30/2019
<i>Notes:</i> Teacher Growth & Development				
12/4/18	The principal will provide opportunities at monthly staff meetings for teachers to share what they have learned through peer observations.	Complete 05/08/2019	Kate Tayloe	05/31/2019
<i>Notes:</i> Teacher Growth & Development				
11/8/18	The team will review and discuss survey feedback from teachers.		Kate Tayloe	08/31/2022
<i>Notes:</i> Teacher Growth & Development				
12/4/18	The team will create and share a survey to get feedback from teachers on peer observation process for future implementation.		Kate Tayloe	08/31/2022
<i>Notes:</i> Teacher Growth & Development				

Core Function:			Dimension C - Professional Capacity			
Effective Practice:			Talent recruitment and retention			
	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
<i>Initial Assessment:</i>			We are diligent when we recruit, opting for Highly Qualified teachers for all of our schools. New Hanover County School System has made a concerted effort to employ only the highest quality teachers that can be found to work with all our children regardless of ethnicity or socio-economic status. The school system provides a lower student - teacher ratio at our low performing schools and provides incentive pay to teachers in these schools for their contributions to student achievement and their willingness to take on challenging assignments. Our schools system provides an online evaluation process in alignment with DPI through the North Carolina Educator Effectiveness System (NCEES) to evaluate the performance of our teachers. This system drives the contracts awarded to teachers and the direction our schools need to take for professional development. The Human Resource Department monitors the attrition rate and works to maintain a balance of experienced teachers at all our schools. A strong mentoring program focuses on effective teacher induction that supports our beginning teachers in providing quality instructional presentations. Combined with opportunities for administration and teachers to receive intense, sustained, researched-based staff development, our LEA looks forward to providing all of our diverse learners with consistent high quality instruction to maximize achievement so that they are prepared for success in post secondary education and the work force. Additionally, we are working to rebrand our school and publicize the positive things that are happening with students and staff.	Limited Development 08/31/2017		
			Priority Score: 1 Opportunity Score: 2 Index Score: 2			
<i>How it will look when fully met:</i>			Teacher Working Conditions Survey will indicate positive staff morale. School will follow district protocol when recruiting and hiring staff. School will be a place where teachers want to work.	Objective Met 08/26/21	Kate Tayloe	07/01/2021
<i>Actions</i>						
	12/13/17	The principal will establish the staff theme for the year.		Complete 08/01/2017	Kate Tayloe	08/01/2017
<i>Notes:</i>						
	10/17/17	The principal will provide teachers with PD on how to use Twitter for their own PD, to establish and grow in a Professional Learning Network, and to celebrate and share learning taking place in their classrooms.		Complete 09/01/2017	Kate Tayloe	09/01/2017

<i>Notes:</i>				
12/13/17	Administrators will establish ways to acknowledge/recognize staff contributions and accomplishments.	Complete 12/20/2017	Kate Tayloe	12/20/2017
<i>Notes:</i> (i.e. i-Ready recognition, Be Awesome badges, grade level competitions, etc.)				
10/17/17	The principal will facilitate a monthly book study on Kids Deserve It in the fall to help build relationships among staff members and focus participants on a common purpose.	Complete 12/18/2017	Kate Tayloe	12/20/2017
<i>Notes:</i>				
12/13/17	Administrators will establish and award PBIS Recognition for staff.	Complete 10/04/2017	Jennifer Booher	01/25/2018
<i>Notes:</i>				
12/13/17	The principal will facilitate a monthly book study on Teach Like a Pirate in the spring to help build relationships among staff members and focus participants on a common purpose.	Complete 05/25/2018	Kate Tayloe	05/25/2018
<i>Notes:</i>				
10/17/17	The principal will facilitate a monthly book study on The Book Whisperer in the spring to help build relationships among staff members and focus participants on a common purpose.	Complete 05/25/2018	Kate Tayloe	05/25/2018
<i>Notes:</i>				
11/8/18	The principal will establish staff theme for the year.	Complete 08/01/2018	Kate Tayloe	08/01/2018
<i>Notes:</i> Principal				
12/13/17	Administrators will acknowledge/recognize staff contributions and accomplishments.	Complete 12/21/2018	Kate Tayloe	12/21/2018
<i>Notes:</i>				
Implementation:		08/26/2021		
Evidence	8/26/2021 See retention and hiring list from NHCS			
Experience	8/26/2021 The school and principal have worked to promote and retain teachers through the actions listed. These have now become systems that take place naturally within the school.			
Sustainability	8/26/2021 Continue to provide needed supports to new hires, acknowledge staff accomplishments, and create an atmosphere of trust to retain teachers.			

Core Function:			Dimension D - Planning and Operational Effectiveness			
Effective Practice:			Facilities and technology			
		D2.02	ALL teachers enable students to place selected work into a digital portfolio that is updated throughout the student's school experiences and provides a picture of interests, skills, competencies, and growth over time.(5174)	Implementation Status	Assigned To	Target Date
Initial Assessment:			-AIG teacher creates digital portfolios for all of her 4th and 5th grade students. -Students in grades 3-5 have some work saved in their home drive from previous years. -K-2 does not have a Google drive. -The lack of available technology devices per student makes this more difficult to attain.	Limited Development 09/16/2016		
How it will look when fully met:			Every teacher (general education, exceptional children, AIG, specialists) will utilize a common digital portfolio platform to maintain student work samples. All students in grades kindergarten through fifth will upload artifacts to the digital portfolio platform each year they attend Alderman. Teachers and students will utilize the digital platform to share work samples with families, and encourage all families to connect to the platform. All teachers will create opportunities for families to interact with the digital platform during the school day, during evening family engagement events, and at home.	Add Actions	Jessica Christofferson	06/15/2022
Actions				2 of 3 (67%)		
	12/3/19	MTAC will encourage staff to share work in SeeSaw that students are already doing in class.		Complete 10/15/2019	Jessica Christoffersen	10/15/2019
Notes: MTAC						
	12/3/19	All students will have at least one work sample uploaded to SeeSaw to share with their families.		Complete 01/30/2020	Jessica Christoffersen	01/30/2020
Notes: MTAC						
	6/9/21	Once a month, all teachers will make sure that students contribute at least one piece of work to their digital portfolio (Seesaw or Google Classroom.) Teachers will continue to make sure that students do this during Plan C, B, A. (When we move into Plan A we will communicate this with staff, but at this point all staff are already doing this.)			Jessica Christofferson	07/01/2022
Notes: This action was completed easily by using Seesaw this year because of the need during school closures. The team wishes to continue this practice and feels like it can be monitored and sustained by the end of next school year.						

		D2.04	The LEA/School consistently implements a process to determine and to acquire necessary instructional technology.(5176)	Implementation Status	Assigned To	Target Date
Initial Assessment:			Prior to the implementation of MTAC any requests went to the Area Tech Coordinator without review.	No Development 11/07/2018		
			Priority Score: 3 Opportunity Score: 2 Index Score: 6			
How it will look when fully met:			There will be a process for teachers and staff to request ipad apps and technology. These tools will be evaluated by the MTAC committee. MTAC will make a recommendation to SIT about technological spending.	Objective Met 08/26/21	Jessica Christoffersen	07/01/2022
Actions						
	11/7/18	MTAC will create and share with staff a process for teachers to request apps for iPads.		Complete 01/07/2019	Jessica Collins	12/21/2018
<i>Notes:</i>						
	11/7/18	MTAC will create and share with staff a process for teachers to request technology tools.		Complete 01/07/2019	April Thompson	12/21/2018
<i>Notes:</i>						
	12/4/18	MTAC will create a list of recommended iPad apps.		Complete 01/30/2019	Jessica Collins	02/01/2019
<i>Notes:</i> MTAC						
	3/5/19	MTAC will share the process to request tech tools with staff.		Complete 02/08/2019	Jessica Collins	02/10/2019
<i>Notes:</i> MTAC						
	2/5/19	MTAC will share with staff a list of recommended iPad apps.		Complete 03/01/2019	Jessica Collins	02/28/2019
<i>Notes:</i> MTAC						
	3/5/19	MTAC will edit the iPad app process to align with district procedures.		Complete 02/28/2019	Jessica Collins	02/28/2019
<i>Notes:</i> MTAC						
	3/5/19	MTAC will share edited process to request iPad apps with staff.		Complete 02/28/2019	Jessica Collins	03/01/2019
<i>Notes:</i> MTAC will share edited process to request iPad apps with staff.						
	3/5/19	MTAC will review the list of recommended iPad Apps		Complete 02/28/2019	Jessica Collins	03/01/2019
<i>Notes:</i> MTAC						

	12/4/18	MTAC will create and share with staff a rubric for acceptable instructional iPad apps.	Complete 03/01/2019	Jessica Collins	03/01/2019
	<i>Notes:</i> MTAC				
	1/15/19	MTAC will create a list of iPad apps that all school iPads should have at BOY.	Complete 05/15/2019	April Thompson	05/01/2019
	<i>Notes:</i> MTAC				
	3/5/19	MTAC will review BOY list of iPad Apps	Complete 05/31/2019	Jessica Collins	06/01/2019
	<i>Notes:</i> MTAC				
Implementation:			08/26/2021		
Evidence	8/26/2021 Technology requests forms				
Experience	8/26/2021 The MTAC committee has developed policies and procedures to acquire needed technology.				
Sustainability	8/26/2021 Continue to implement and review procedures for acquiring the technology needed.				
	D2.05	The environment of the school (physical, social, emotional, and behavioral) is safe, welcoming, and conducive to learning. (5854)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The school's Crisis Team is a subcommittee of SIT that meets monthly to assess, discuss, and field concerns about campus safety, as well as to ensure the physical, social, emotional, and behavioral environment is optimal for students and staff. The team problem solves barriers that prevent our school from being a place that is safe, welcoming, and conducive to learning.	Limited Development 11/07/2018		
How it will look when fully met:		Our school community will identify our school as being a place that is safe, welcoming, and conducive to learning. We will reach 100% compliance with district, state, and federal guidelines for school safety. We will have a system in place to problem solve and address all concerns about the physical, social, emotional, and behavioral environment of the school.		Dale Miller	07/01/2023
Actions			50 of 51 (98%)		
	11/7/18	Remind Staff that exterior doors may not be propped open and must be closed/locked at all times.	Complete 11/14/2018	Dale Miller	11/30/2018
	<i>Notes:</i> Crisis Team				

11/7/18	Inform staff of expectations for supervision (staff escort or buddy system) when students are transitioning (from itinerants to restroom, to office, nurse, recess, PE, etc.).	Complete 11/14/2018	Dale Miller	11/30/2018
<i>Notes:</i> Crisis Team				
11/7/18	Inform staff who supervise car riders/parent pick-up that ID must match the name on the yellow slip when transportation changes occur and car tags are not present.	Complete 11/14/2018	Dale Miller	11/30/2018
<i>Notes:</i> Crisis Team				
11/7/18	Inform Ms. Blanks that the first and last name of the adult picking students up must be present on the yellow transportation change form.	Complete 11/27/2018	Dale Miller	11/30/2018
<i>Notes:</i> Crisis Team				
11/7/18	Verbal de-escalation training for all staff.	Complete 11/14/2018	Dale Miller	11/30/2018
<i>Notes:</i> Crisis Team				
11/7/18	Remind staff about school rules regarding students wearing hats/hoods.	Complete 11/14/2018	Dale Miller	11/30/2018
<i>Notes:</i> Crisis Team				
12/4/18	SIT will discuss expectations for students traveling from the Learning Cottage to the main building at the end of class to make a determination about procedures that ensure student safety and accountability.	Complete 12/05/2018	Dale Miller	12/05/2018
<i>Notes:</i> Crisis Team				
12/4/18	Admin will communicate to teachers in the Learning Cottage the expectations for student traveling back to the school building following dismissal from the Learning Cottage.	Complete 12/03/2018	Dale Miller	12/06/2018
<i>Notes:</i> Crisis Team				
12/4/18	Admin will remind staff members that anyone using the washer/dryer in the mobile must lock the door to the room where the washer/dryer is located.	Complete 12/03/2018	Dale Miller	12/08/2018
<i>Notes:</i> Crisis Team				
12/4/18	Admin will remind custodians not to leave their cleaning carts unattended during the day while students are in the building.	Complete 12/03/2018	Dale Miller	12/08/2018
<i>Notes:</i> Crisis Team				
11/7/18	Conduct Classified and Itinerant Staff PBIS Refresher (topic: consistent methods of addressing student behaviors).	Complete 01/30/2019	Jennifer Booher	01/31/2019
<i>Notes:</i> Crisis Team				

11/7/18	Establish Fire Drill procedures that ensure that all students are accounted for by staff when the building is evacuated.	Complete 01/30/2019	Kate Tayloe	01/31/2019
<i>Notes:</i> Crisis Team				
12/4/18	Admin will communicate with staff that in the event of a fire/drill during itinerants or another period of the day in which their students are being supervised by another staff member, teachers should report to the class' designated area on the field to ensure that we have accounted for all students.	Complete 12/05/2018	Dale Miller	01/31/2019
<i>Notes:</i> Crisis Team				
12/4/18	Admin will communicate with teachers that in the event of a fire/drill during lunch, teachers should report to the cafeteria immediately to assist with the evacuation.	Complete 12/05/2018	Dale Miller	01/31/2019
<i>Notes:</i> Crisis Team				
11/7/18	Admin will confirm that playground inspection completed and logged each morning.	Complete 01/15/2019	Dale Miller	01/31/2019
<i>Notes:</i> Crisis Team				
2/5/19	Admin will remind teachers to review lockdown and tornado drill procedures.	Complete 03/06/2019	Dale Miller	02/06/2019
<i>Notes:</i> Crisis Team				
2/5/19	Admin will remind teachers to shut the doors leading outside from rooms 101-105 each time they are exited.	Complete 02/07/2019	Dale Miller	02/06/2019
<i>Notes:</i> Crisis Team				
2/5/19	Admin will remind custodians to ensure that the door leading to the courtyard on the K-1 hallway is locked each day.	Complete 02/04/2019	Dale Miller	02/06/2019
<i>Notes:</i> Crisis Team				
2/5/19	Admin will remind custodians and teachers that all classroom doors should be closed and locked at the end of the day/over the weekends.	Complete 02/07/2019	Dale Miller	02/06/2019
<i>Notes:</i> Crisis Team				
2/5/19	Admin will remind staff that the workroom key is not to be left hanging in the hallway.	Complete 02/07/2019	Dale Miller	02/06/2019
<i>Notes:</i> Crisis Team				
3/5/19	Admin will address that students are being released from AIG and going through the parking lot to enter the main building through the front door.	Complete 03/19/2019	Dale Miller	03/08/2019
<i>Notes:</i> Crisis Team				

4/2/19	Admin will place a sign on the exterior door of Room 103 requesting that staff not use the door to enter and exit the building.	Complete 04/26/2019	Dale Miller	04/30/2019
<i>Notes:</i> Crisis Team				
4/2/19	Admin will email the staff with a warning that if the laminator is not being turned off at the end of each day, then the key will be housed in the front office and will require key check-out for laminator use.	Complete 04/26/2019	Dale Miller	04/30/2019
<i>Notes:</i> Crisis Team				
4/2/19	Admin will talk with custodial staff about ensuring that all classroom lights are turned off in the evenings, especially over the weekend.	Complete 04/26/2019	Dale Miller	04/30/2019
<i>Notes:</i> Crisis Team				
11/7/18	Admin will confirm that playground inspection completed and logged each morning.	Complete 06/13/2019	Dale Miller	06/30/2019
<i>Notes:</i> Crisis Team				
3/5/19	The Crisis Team will work to determine the safest way to load van riders without students having to walk in front of buses or other vehicles.	Complete 09/23/2019	Dale Miller	08/15/2019
<i>Notes:</i> Crisis Team				
12/3/19	Admin will communicate with teachers that students should not be left behind at lunch to finish their lunch and/or ice cream.	Complete 09/24/2019	Dale Miller	09/27/2019
<i>Notes:</i> Crisis Team				
12/3/19	Admin will communicate with staff that K-2 students should not transition in the building outside of their classroom without a peer buddy/escort.	Complete 09/24/2019	Dale Miller	09/27/2019
<i>Notes:</i> Crisis Team				
12/3/19	Admin will clarify gas leak procedures with the staff.	Complete 11/14/2019	Dale Miller	11/30/2019
<i>Notes:</i> Crisis Team				
12/3/19	Admin will clarify with staff that we will not use code words in the case of a lockdown.	Complete 11/14/2019	Dale Miller	11/30/2019
<i>Notes:</i> Crisis Team				
12/3/19	Admin will communicate to staff the expectations related to students purchasing ice cream in the cafeteria.	Complete 12/08/2019	Dale Miller	12/08/2019
<i>Notes:</i> Crisis Team				
12/3/19	Admin will communicate to teachers the expectations for monitoring students eating snacks at recess.	Complete 12/08/2019	Dale Miller	12/08/2019
<i>Notes:</i> Crisis Team				

12/3/19	Admin will communicate to staff the expectation that once students are seated in the cafeteria, they are to remain seated until the lunch period is complete.	Complete 12/08/2019	Dale Miller	12/08/2019
<i>Notes:</i> Crisis Team				
12/9/19	Admin will purchase additional two-way radios to increase communication and supervision daily, as well as in the event of a crisis at Alderman.	Complete 12/20/2019	Kate Tayloe	12/20/2019
<i>Notes:</i> Crisis Team				
6/27/19	Admin will confirm that playground inspection completed and logged each morning.	Complete 01/31/2020	Dale Miller	01/31/2020
<i>Notes:</i> Crisis Team				
6/9/21	Social Distancing Floorplan. Floor signage will be placed in the hallways and traffic areas indicating traffic flow and social distancing.	Complete 09/22/2020	Dale Miller	09/25/2020
<i>Notes:</i>				
6/9/21	Social Distancing Floorplan: Water fountains sinks, and bathrooms. Water fountains will be covered and taped off to ensure that students are not closer than 6 feet to each other at any time. Sinks and urinals will be covered so that only every other sink or urinal can be utilized at one time.	Complete 09/22/2020	Dale Miller	09/25/2020
<i>Notes:</i>				
6/9/21	Social Distancing Floor Plan: Media Center. The media center will have a traffic flow of students entering through the 3rd-5th grade hallway and exiting the K-2 Hallway.	Complete 09/22/2020	Dale Miller	10/06/2020
<i>Notes:</i>				
6/9/21	Social Distancing - Breakfast - Students will participate in a "Grab and Go" breakfast. They will take the breakfast to their rooms to eat.	Complete 10/06/2020	Dale Miller	10/06/2020
<i>Notes:</i>				
6/9/21	Social Distancing - Lunch - These will be delivered to each classroom.	Complete 10/06/2020	Dale Miller	10/06/2020
<i>Notes:</i>				
6/9/21	Social Distancing: Isolation Room- Students having to enter the isolation room will be escorted there by the nurse and remain there until someone arrives to pick them up. They will remain at 6 feet from all others in the isolation room.	Complete 10/06/2020	Dale Miller	10/06/2020
<i>Notes:</i>				
6/9/21	Social Distancing: Playground - Students will not play on playground equipment. They will also be led in structured activities.	Complete 03/22/2021	Dale Miller	10/06/2020
<i>Notes:</i>				

6/9/21	Social Distancing: Dismissal - Students will be dismissed using an electronic system called iDismiss. Once dismissed, they will follow the traffic patterns and 6 foot circles painted on the sidewalk.	Complete 10/06/2021	Dale Miller	10/06/2020
<i>Notes:</i>				
6/9/21	Daily Screening of Bus riders. Parents of bus riders will sign an attestation form indicating they do not have any symptom of COVID.	Complete 03/29/2021	Dale Miller	10/06/2020
<i>Notes:</i> Parents will complete this action step with the attestation from turned into Miller.				
6/9/21	Daily Screening of Bus Riders. Students will have their temperature checked each morning when getting off the bus and before entering the building.	Complete 03/29/2021	Dale Miller	10/06/2020
<i>Notes:</i>				
6/9/21	Daily Screening of Car Riders. Students who are walkers, bikers, or car riders will be screened each morning for COVID symptoms and have the required temperature check.	Complete 03/29/2021	Dale Miller	10/06/2020
<i>Notes:</i>				
6/9/21	Social Distancing in the classrooms. Students will be at a minimum of 6 ft apart. Traffic patterns in the classroom will allow for movement in the classroom while keeping a 6 ft distance.	Complete 03/29/2021	Dale Miller	10/06/2020
<i>Notes:</i>				
6/9/21	Car drop off in the morning. Some students are getting out of the car and walking up without wearing their mask. All students should have a mask before exiting the car. Morning duty staff will take masks with them each morning.	Complete 12/03/2020	Dale Miller	12/03/2020
<i>Notes:</i>				
6/9/21	Students from one playground area in each grade level will be allowed to use the stationary playground equipment. Students will stay in their pods while on the equipment.	Complete 03/29/2021	Dale Miller	03/29/2021
<i>Notes:</i>				
6/9/21	Students from one playground area in each grade level will be allowed to use the stationary playground equipment. Students will stay in their pods while on the equipment.	Complete 03/29/2021	Dale Miller	03/29/2021
<i>Notes:</i>				
6/27/19	Admin will confirm that playground inspection completed and logged each morning.		Dale Miller	11/30/2021
<i>Notes:</i> Crisis Team				

		D2.08	All teachers receive initial and ongoing training and support in effective use of blended learning methods.(5312)	Implementation Status	Assigned To	Target Date
Initial Assessment:			Teachers receive inconsistent PD on tech tools that is not part of a larger schoolwide PD Plan.	Limited Development 11/07/2018		
			Priority Score: 3 Opportunity Score: 2 Index Score: 6			
How it will look when fully met:			Technology professional development will be offered frequently. All teachers will be using technology in the classroom to enhance instruction. Teachers will collaborate with each other to share ideas and resources. Sign in sheets from PD. Minutes from presentations and meetings.	Objective Met 08/26/21	Jessica Christoffersen	07/01/2022
Actions						
	1/15/19	MTAC will develop a "Technology at Alderman" Crash Course for new staff members		Complete 05/31/2019	Jessica Collins	06/01/2019
Notes: MTAC						
	1/15/19	MTAC will develop a written document outlining technology procedures at Alderman to be included in the Staff Handbook.		Complete 06/05/2019	Mark Quindlen	06/01/2019
Notes: MTAC						
	11/7/18	MTAC will offer brief tech PD during monthly staff meetings.		Complete 06/12/2019	Jessica Collins	06/30/2019
Notes:						
Implementation:				08/26/2021		
Evidence		8/26/2021 See PD Log				
Experience		8/26/2021 MTAC continues to have processes and procedures in place to provide PD to staff members on technology tools.				
Sustainability		8/26/2021 MTAC will continue to use the processes and procedures in place to provide PD to staff members on technology tools.				

Core Function:			Dimension E - Families and Community			
Effective Practice:			Family Engagement			
		E1.01	ALL teachers maintain a file of communication with parents/guardians.(5177)	Implementation Status	Assigned To	Target Date
Initial Assessment:			No formal expectation exists for staff files of parent communication.	No Development 11/07/2018		
			Priority Score: 3 Opportunity Score: 3 Index Score: 9			
How it will look when fully met:			Digital Communication Log (Google Drive) All teachers maintain records (emails, phone calls, MTSS paperwork, Dojo communication)	Objective Met 08/26/21	Kate Tayloe	07/01/2021
Actions						
11/7/18	Create an electronic parent communication tool for all staff members to utilize and document parent meetings regarding academics and behavior. (Includes MTSS, BOY, MOY, EOY, and IEP data.)			Complete 08/16/2018	Kate Tayloe	08/17/2018
Notes: Family & Community Engagement						
11/7/18	Monitor that all staff is utilizing the parent communication tool documenting conversations regarding academics and behavior.			Complete 12/21/2018	Kate Tayloe	12/21/2018
Notes: Family & Community Engagement						
3/6/19	The principal will monitor that teachers hold BOY data conferences with parents.			Complete 02/28/2019	Kate Tayloe	02/28/2019
Notes: Principal						
11/7/18	Monitor that all staff is utilizing the parent communication tool documenting conversations regarding academics and behavior.			Complete 03/29/2019	Kate Tayloe	03/31/2019
Notes: Family & Community Engagement						
11/7/18	Monitor that all staff is utilizing the parent communication tool documenting conversations regarding academics and behavior.			Complete 06/19/2019	Kate Tayloe	05/31/2019
Notes: Family & Community Engagement						
11/7/18	Expectations for maintaining records of parent-teacher communication should be explicitly stated in the Staff Handbook.			Complete 08/21/2019	Kate Tayloe	08/21/2019
Notes: Family & Community Engagement						

12/3/19	The school's administration monitors at least 3 times a year that all staff are utilizing the parent communication tool documenting conversations regarding academics and behavior.	Complete 01/30/2020	Kate Tayloe	01/31/2020
<i>Notes:</i> Family & Community Engagement				
12/3/19	The school's administration monitors at least 3 times a year that all staff are utilizing the parent communication tool documenting conversations regarding academics and behavior.	Complete 04/30/2020	Kate Tayloe	04/30/2020
<i>Notes:</i> Family & Community Engagement				
12/3/19	The school's administration monitors at least 3 times a year that all staff are utilizing the parent communication tool documenting conversations regarding academics and behavior.	Complete 08/17/2021	Kate Tayloe	05/28/2022
<i>Notes:</i> Family & Community Engagement				
Implementation:		08/26/2021		
Evidence	8/26/2021 See evidence folder			
Experience	8/26/2021 A schoolwide communication log is housed in the staff drive and updated as needed by all staff.			
Sustainability	8/26/2021 Continue the practice of updating the communication log as parents/guardians are contacted by any staff. Principal and MTSS coordinator will conduct fidelity checks.			

	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
Initial Assessment:			Teachers maintain websites for communication. Teachers provide parents with newsletters regularly. Connect 5 calls are made by the administrative team for reminders about upcoming events. Plans for community outreach are being formed. Curriculum Night is held to inform parents of grade level expectations. Grade-specific Title I brochure is created and sent to parents.	Limited Development 03/22/2016		
How it will look when fully met:			Staff members will communicate with parents/guardians regularly about weekly happenings, special events, and curriculum expectations. School hosts Title I Parent Nights to share resources and strategies for supporting students at home.		Jana Bell	07/01/2023
Actions				34 of 39 (87%)		
	10/17/17		The school will host a Curriculum Night to review grade level expectations and ways parents can support learning at home.	Complete 09/26/2017	Kate Tayloe	09/29/2017
<i>Notes:</i> Family & Community Engagement						
	10/17/17		The school will host a Family Night at Houston Moore to hold MOY Data and MTSS conferences with parents.	Complete 03/15/2018	Jessica Williams	03/30/2018
<i>Notes:</i> Family & Community Engagement						
	12/13/17		Provide EOG information/guide to families.	Complete 04/20/2018	Dale Miller	04/20/2018
<i>Notes:</i> Family & Community Engagement						
	12/13/17		Schedule RtA night presentation for 1st-3rd grades.	Complete 05/24/2018	Jessica Williams	05/24/2018
<i>Notes:</i>						
	12/13/17		Communicate to teachers the expectation of sending home weekly newsletters to families.	Complete 08/21/2018	Kate Tayloe	08/31/2018
<i>Notes:</i>						
	11/14/18		The school's administration monitors monthly that teachers are communicating with families through weekly newsletters.	Complete 11/30/2018	Kate Tayloe	11/30/2018
<i>Notes:</i> Family & Community Engagement						
	11/14/18		The school's administration monitors monthly that teachers are communicating with families through weekly newsletters.	Complete 12/21/2018	Kate Tayloe	12/21/2018
<i>Notes:</i> Family & Community Engagement						
	11/14/18		The school's administration monitors monthly that teachers are communicating with families through weekly newsletters.	Complete 01/31/2019	Kate Tayloe	01/31/2019
<i>Notes:</i> Family & Community Engagement						

2/5/19	The Family & Community Engagement Committee will share with staff that updated webpages should include: About Me, Daily Schedule, Link to Newsletter, Student/Parent Resources to support content being taught, and Contact Info	Complete 02/05/2019	DeShondra Smith	02/15/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors monthly to ensure staff webpages are up to date.	Complete 02/28/2019	Kate Tayloe	02/28/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors monthly that teachers are communicating with families through weekly newsletters.	Complete 02/28/2019	Kate Tayloe	02/28/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors monthly that teachers are communicating with families through weekly newsletters.	Complete 03/29/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors monthly to ensure staff webpages are up to date.	Complete 03/29/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors monthly to ensure staff webpages are up to date.	Complete 04/30/2019	Kate Tayloe	04/30/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors monthly that teachers are communicating with families through weekly newsletters.	Complete 04/30/2019	Kate Tayloe	04/30/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors monthly that teachers are communicating with families through weekly newsletters.	Complete 05/31/2019	Kate Tayloe	05/31/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors monthly to ensure staff webpages are up to date.	Complete 05/31/2019	Kate Tayloe	05/31/2019
<i>Notes:</i> Family & Community Engagement				
12/3/19	Admin will communicate to teachers the expectation of sending home weekly newsletters to families.	Complete 08/21/2019	Kate Tayloe	08/31/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors at least 3 times a year to ensure staff webpages are up to date.	Complete 09/30/2019	Kate Tayloe	09/30/2019
<i>Notes:</i> Family & Community Engagement				

5/2/18	The school's administration monitors monthly that teachers are communicating with families through weekly newsletters.	Complete 09/30/2019	Kate Tayloe	09/30/2019
<i>Notes:</i> Family & Community Engagement				
12/3/19	The school's administration monitors at least 3 times a year that all staff are utilizing the parent communication tool documenting conversations regarding academics and behavior.	Complete 09/30/2019	Kate Tayloe	09/30/2019
<i>Notes:</i> Family & Community Engagement				
12/3/19	The school's administration monitors at least 3 times a year that all staff are utilizing the parent communication tool documenting conversations regarding academics and behavior.	Complete 01/31/2020	Kate Tayloe	01/31/2020
<i>Notes:</i> Family & Community Engagement				
12/3/19	The school's administration monitors monthly that teachers are communicating with families through weekly newsletters.	Complete 01/31/2020	Kate Tayloe	01/31/2020
<i>Notes:</i> Family & Community Engagement				
12/3/19	The school's administration monitors at least 3 times a year to ensure staff webpages are up to date.	Complete 01/31/2020	Kate Tayloe	01/31/2020
<i>Notes:</i> Family & Community Engagement				
9/12/20	F&CE committee members will work with their constituency to brainstorm ideas for Title I Family Night, specifically the hook and items for completion at the event.	Complete 08/24/2020	Kate Tayloe	08/27/2020
<i>Notes:</i> FCE				
9/12/20	F&CE committee will make a decision regarding format and date for 20-21 Title I Family Night.	Complete 08/28/2020	Kate Tayloe	08/28/2020
<i>Notes:</i> FCE				
9/12/20	F&CE committee will publicize 20-21 Title I Family night.	Complete 09/11/2020	Kate Tayloe	09/11/2020
<i>Notes:</i> FCE				
9/12/20	F&CE committee will draft new Parent-Student-School Title I compact for 20-21.	Complete 09/14/2020	Kate Tayloe	09/15/2020
<i>Notes:</i> FCE				
9/22/21	Develop Kindergarten specific compacts to address district and school's specific goals and needs.	Complete 10/04/2021	Holly Draughn	10/30/2021
<i>Notes:</i>				
9/22/21	Develop 1st grade specific compacts to address district and school's specific goals and needs.	Complete 10/15/2021	DJ McKeon	10/31/2021
<i>Notes:</i>				

9/22/21	Develop 2nd grade specific compacts to address district and school's specific goals and needs.	Complete 10/04/2021	Jana Bell	10/31/2021
<i>Notes:</i>				
9/22/21	Develop 3rd grade specific compacts to address district and school's specific goals and needs.	Complete 10/04/2021	Rob Ward	10/31/2021
<i>Notes:</i>				
9/22/21	Develop 4th grade specific compacts to address district and school's specific goals and needs.	Complete 10/04/2021	Hannah Freas	10/31/2021
<i>Notes:</i>				
9/22/21	Develop 5th grade specific compacts to address district and school's specific goals and needs.	Complete 10/04/2021	Liz Talent	10/31/2021
<i>Notes:</i>				
9/22/21	Teachers should put their newsletters in the folder Alderman staff drive 21-22 Alderman, 21-22 newsletters- You may do it as a grade level or individual if different		Christina Thyberg	06/01/2022
<i>Notes:</i> Thyberg will complete a check monthly and send follow up emails.				
12/3/19	The school's administration monitors at least 3 times a year to ensure staff webpages are up to date.		Jordan Steinhilber	08/31/2022
<i>Notes:</i> Family & Community Engagement				
9/22/21	Monitor Alderman's Title 1 Parent Family Engagement Plan yearly to determine changes that may need to be made by the September SIT meeting.		Family and Community Committee	09/30/2022
<i>Notes:</i> This will be presented to SIT after the committee reviews and recommends changes yearly.				
9/22/21	Monitor Alderman's Title 1 Compact yearly and revise to address district and school goals and needs		Family and Community Committee	10/01/2022
<i>Notes:</i> To be done in the committee and recommendations brought to SIT				
9/22/21	Sustain family involvement in the Title 1 Parent Family Engagement Plan by presenting the plan to SIT for feedback from all stakeholders and present at the yearly Title 1 Night to all parents.		Family and Community Committee	10/31/2022
<i>Notes:</i> The committee will review and recommend changes each year to SIT. These will be voted on and presented at the Annual Title 1 Meeting for parents to comment on.				

		E1.11	All teachers meet with family members (parents or guardians) formally at least two times a year to engage in two-way communication regarding students' cognitive, socio-emotional, and physical development outside the classroom.(5187)	Implementation Status	Assigned To	Target Date
Initial Assessment:			Designing for implementation a plan for BOY, MOY, and EOY conferences, as well as other informal structures, to ensure two-way communication with parents/families.	Limited Development 11/27/2018		
How it will look when fully met:			Teachers will meet and converse with families regularly to understand their students development outside of the classroom, as well as to share information about student progress in the classroom.		Jordan Steinhilber	05/26/2023
Actions				4 of 8 (50%)		
	11/27/18		Communicate to teachers the expectation that they hold BOY and MOY conferences with parents.	Complete 08/21/2018	Kate Tayloe	08/31/2018
<i>Notes:</i> Principal						
	11/27/18		The school's administration monitors that teachers hold BOY conferences with parents.	Complete 02/28/2019	Kate Tayloe	02/28/2019
<i>Notes:</i> Principal						
	11/27/18		The school's administration monitors that teachers hold MOY data conferences with parents.	Complete 04/15/2019	Kate Tayloe	04/15/2019
<i>Notes:</i> Principal						
	10/17/21		Support parents in using the compact through referencing and sharing the compact 2-3 times a year. #1 At Annual Title 1 Night	Complete 09/28/2021	Jordan Steinhilber	10/31/2021
<i>Notes:</i>						
	10/8/20		The school's administration monitors that teachers hold BOY conferences with parents.		Jordan Steinhilber	11/30/2021
<i>Notes:</i> Teaching & Learning FCE						
	10/17/21		Support parents in using the compact through referencing and sharing the compact 2-3 times a year. #2 and #3 at Parent Conferences		Jana Bell	02/28/2022
<i>Notes:</i>						
	10/17/21		Monitor the sharing of grade level compacts through agendas where the compact is referenced.		Jordan Steinhilber	02/28/2022
<i>Notes:</i>						
	10/17/21		The school's administration monitors at least 3 times a year that all staff are utilizing the parent communication tool documenting conversations regarding academics and behavior.		Jordan Steinhilber	08/31/2022

Notes:

Core Function:			Dimension E - Families and Community			
Effective Practice:			Community Engagement			
		E2.02	The school provides a broad spectrum of communication to the community through meetings, announcements, newsletters, and a consistently updated website.(5189)	Implementation Status	Assigned To	Target Date
Initial Assessment:			Teachers are expected to send weekly newsletters and update teacher webpages.	Limited Development 11/07/2018		
			Priority Score: 3 Opportunity Score: 3 Index Score: 9			
How it will look when fully met:			This objective will look like parents feel informed and know the expectations and participation increases. <ul style="list-style-type: none">• Updated class websites• Connect 5 system• Twitter• Facebook	Objective Met 08/26/21	Kate Tayloe	07/01/2021
Actions						
11/8/18		Create and establish plan for operation of school Facebook page.		Complete 12/20/2017	Kate Tayloe	12/20/2017
Notes: Family & Community Engagement						
11/7/18		The principal designates a staff member to maintain the school’s website.		Complete 07/25/2018	Kate Tayloe	08/01/2018
Notes: Webmaster						
11/7/18		The Staff Handbook includes expectations for weekly newsletters for families.		Complete 08/16/2018	Kate Tayloe	08/31/2018
Notes:						
11/8/18		The school’s webmaster updates the school’s website regularly to reflect positive things occurring at Alderman, as well as Alderman’s Twitter Feed.		Complete 08/16/2018	Brittany Jacobs	10/30/2018
Notes: Family & Community Engagement						
11/8/18		Provide follow-up Twitter PD for the staff.		Complete 12/12/2018	Kate Tayloe	12/21/2018

<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors monthly that the school website is updated.	Complete 02/28/2019	Kate Tayloe	02/28/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors monthly that the school website is updated.	Complete 03/29/2019	Kate Tayloe	03/31/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors monthly that the school website is updated.	Complete 04/30/2019	Kate Tayloe	04/30/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors monthly that the school website is updated.	Complete 05/31/2019	Kate Tayloe	05/31/2019
<i>Notes:</i> Family & Community Engagement				
11/7/18	The school utilizes the Connect 5 system to inform families of school related news.	Complete 06/19/2019	Kate Tayloe	06/30/2019
<i>Notes:</i> Family & Community Engagement				
11/7/18	The school utilizes Twitter to inform families and the community of school related news.	Complete 06/19/2019	Kate Tayloe	06/30/2019
<i>Notes:</i> Family & Community Engagement				
11/7/18	The school utilizes Facebook to inform families and the community of school related news.	Complete 06/19/2019	Kate Tayloe	06/30/2019
<i>Notes:</i> Family & Community Engagement				
11/7/18	The school's administration monitors monthly that the school website is updated.	Complete 06/19/2019	Kate Tayloe	06/30/2019
<i>Notes:</i> Family & Community Engagement				
12/3/19	The school's principal designates a staff member to maintain the school's website.	Complete 08/20/2019	Kate Tayloe	08/21/2019
<i>Notes:</i> Family & Community Engagement				
11/14/18	The school's administration monitors at least 3 times a year that the school's website is updated.	Complete 09/30/2019	Kate Tayloe	09/30/2019
<i>Notes:</i> Family & Community Engagement				
12/3/19	The school's administration monitors at least 3 times a year that the school's website is updated.	Complete 01/31/2020	Kate Tayloe	01/31/2020
<i>Notes:</i> Family & Community Engagement				

12/3/19	The school's administration monitors at least 3 times a year that the school's website is updated.	Complete 04/30/2020	Kate Tayloe	04/30/2020
<i>Notes:</i> Family & Community Engagement				
9/12/20	FC&E committee members will review teacher websites to identify essential and non-essential components to support students and families with remote learning.	Complete 08/27/2020	Kate Tayloe	08/27/2020
<i>Notes:</i> FCE				
9/12/20	F&CE committee members will report back to the committee their feedback on staff/school websites.	Complete 08/28/2020	Kate Tayloe	08/28/2020
<i>Notes:</i> FCE				
9/12/20	F&CE committee will come to consensus about the non-negotiables for all teacher websites in 20-21.	Complete 08/28/2020	Kate Tayloe	08/28/2020
<i>Notes:</i> FCE				
9/12/20	F&CE committee will make a recommendation to SIT regarding site based teacher/staff website policy for 20-21.	Complete 09/02/2020	Kate Tayloe	09/02/2020
<i>Notes:</i> FCE				
9/12/20	Administrators will communicate to teachers expectations for teacher websites in the 20-21 school year.	Complete 09/11/2020	Kate Tayloe	09/11/2020
<i>Notes:</i> FCE				
12/3/19	The school's webmaster updates the school's website at least monthly to ensure current and accurate information is available for current and prospective families.	Complete 09/25/2020	Brittany Jacobs	09/30/2020
<i>Notes:</i>				
9/12/20	Create website resource for parents to schedule curbside library book pickup	Complete 09/04/2020	Jessica Christoffersen	09/30/2020
<i>Notes:</i> MTAC				
9/12/20	Create short, simple tutorial for the school website that shows students and families how to check out books via CLASS Project.	Complete 09/04/2020	Mark Quindlen	09/30/2020
<i>Notes:</i> MTAC				
9/12/20	Create short, simple Google Classroom tutorials to be hosted on the website for parents & families that show how to use with tablets or computers.	Complete 09/04/2020	Adriana Poveromo	10/15/2020
<i>Notes:</i> MTAC				
9/12/20	Review Class Dojo tutorials for school website	Complete 09/04/2020	Liz Talent	10/15/2020
<i>Notes:</i> MTAC				

9/12/20	Review Seesaw tutorials for school website	Complete 09/04/2020	Rob Ward	10/15/2020
<i>Notes:</i> MTAC				
9/12/20	Create short, simple Zoom tutorials to be hosted on school website for parents & families that show how to use with tablets or computers.	Complete 09/04/2020	Jessica Christoffersen	10/15/2020
<i>Notes:</i> MTAC				
10/8/20	MTAC will meet with webmaster to ensure the parent tutorials are sufficient, and have been uploaded to website.	Complete 10/30/2020	Jessica Christoffersen	10/30/2020
<i>Notes:</i> MTAC				
6/14/21	Check in with Jacobs to see if parent tutorials are sufficient, and have been uploaded to website	Complete 11/30/2020	Jessica Christofferson	10/30/2020
<i>Notes:</i>				
6/14/21	Check with admin to see what they want to include in parent Powerschool tutorial videos	Complete 01/15/2021	Jessica Christofferson	02/01/2021
<i>Notes:</i>				
6/14/21	Ask Jacobs to add link to Powerschool parent portal on Alderman website	Complete 01/15/2021	Jessica Christofferson	02/01/2021
<i>Notes:</i>				
6/14/21	Create Powerschool tutorial videos for website and app	Complete 02/15/2021	Jessica Christofferson	02/01/2021
<i>Notes:</i>				
Implementation:		08/26/2021		
Evidence	8/26/2021 See school website, Twitter, Facebook, Instagram, and Class Dojo.			
Experience	8/26/2021 Communication with parents about technology is consistent and ongoing. Processes and procedures are in place to ensure that the practices continue.			
Sustainability	8/26/2021 Continue to monitor via the MTAC team and administration to ensure procedures and processes are working or need to be revisited.			

		E2.04	The school consistently engages in strategies, policies, and procedures for partnering with local businesses, community organizations, and other agencies to meet the needs of the school.(5191)	Implementation Status	Assigned To	Target Date
Initial Assessment:			The school consistently engages in strategies, policies, and procedures for partnering with local businesses, community organizations, and other agencies to meet the needs of the school.	Limited Development 09/12/2020		
			Priority Score: 2 Opportunity Score: 3 Index Score: 6			
How it will look when fully met:			The school consistently engages in strategies, policies, and procedures for partnering with local businesses, community organizations, and other agencies to meet the needs of the school.		Melanie Rhyne	06/30/2022
Actions				1 of 4 (25%)		
	9/12/20	F&CE committee will brainstorm and share ideas to partner with NHC Government and LINQ to provide support during remote learning.		Complete 09/25/2020	Kate Tayloe	09/30/2020
<i>Notes:</i> FCE						
	10/17/21	Develop a schedule for Foster Grandparents to support classroom instruction			Christina Thyberg	11/30/2021
<i>Notes:</i>						
	10/17/21	Develop a training program for Foster Volunteers to use when supporting classes			Committee	12/01/2021
<i>Notes:</i>						
	10/17/21	Develop a partnership with Foster Grandparents to assist teachers in the classrooms			Christina Thyberg	06/01/2022
<i>Notes:</i>						
Implementation:				08/26/2021		
Evidence	8/26/2021 See NCStar attendance logs.					
Experience	8/26/2021 The school has a variety of community partners that participate in school and in school improvement.					
Sustainability	8/26/2021 Continue to foster the relationships of community partners and strive to recruit members to be part of the SIT team.					