

Comprehensive Progress Report

Mission:

Through a Focus on Academic Excellence, Strong Character, Honor and Service we seek to ensure Proficiency for All

Goals:

By the end of the 2015-2016 School year Forrest city High School will have 67.26% of it's Scholars proficient or advanced in Algebra I, Algebra II and Geometry.

By the end of the 2015-2016 School year Forrest city High School will have 54.95% of it's Scholars proficient or advanced in English Language Arts.

By the end of the 2015-2016 School year Forrest city High School will have 61% of it's Scholars proficient or advanced in Biology.

By the end of the 2015-2016 School year Forrest city High School will Graduate 88% of it's Scholars



Activity in the last 12 months

! = Past Due Actions

KEY = Key Indicator

Core Function:		School Leadership and Decision Making			
Effective Practice:		Establishing a team structure with specific duties and time for instructional planning			
ID02	All teams have written statements of purpose and by-laws for their operation.(37)	Implementation Status	Assigned To	Target Date	
<i>Initial Assessment:</i>	During the bi-monthly departmental PLC's, each department has met one time to establish protocols. At the next meeting the departmental PLC's will work on their purpose statement and by-laws for operation. The Leadership PLC already has these items in place, and they are currently being used.	Limited Development 10/25/2012			
	Priority Score: 3 Opportunity Score: 2	Index Score: 6			
How it will look when fully met:	At the next meeting the departmental PLC's will work on their purpose statement and by-laws for operation.	Objective Met 04/26/17	Sonny Hicks	10/31/2012	
Action(s)	Created Date				
1	12/5/12	Leadership Committee will facilitate the creation of a structure within the department PLCs.	Complete 11/08/2012	All Departmental Leaders 10/31/2012	

		Notes: Establish the norms and purpose for the meetings and submit them to Mrs. Long, Principal. By 10/31/2012, all teams met and established structure for departmental meetings.			
2	12/5/12	Establish Dropbox folder as a communication tool between administration, departments and Leadership Team	Complete 12/13/2012	Alvin Coleman	10/31/2012
		Notes: Agenda, sign-in sheets, calendars and departmental minutes will be placed in Dropbox folder.			
3	12/5/12	Departmental leaders will begin to utilize Dropbox for agendas, minutes and sign-in sheets	Complete 01/10/2013	Department Leaders of Science Dept	12/11/2012
		Notes: Dropbox for agendas, minutes and sign-in sheets have been developed.			
Implementation:			04/26/2017		
Evidence		4/26/2017 All meetings are conducted by the meeting norms. All meeting have an agenda and clear purpose for meetings. All meetings are received advanced notice of all meetings. All team members are respected, valued, and add input to the meetings. Decision making is shared by all group members. The meetings are modeled the school district's meetings. 4/26/2017 All meetings are conducted by the meeting norms. All meeting have an agenda and clear purpose for meetings. All meetings are received advanced notice of all meetings. All team members are respected, valued, and add input to the meetings. Decision making is shared by all group members. The meetings are modeled the school district's meetings. 4/26/2017 All meetings are conducted by the meeting norms. All meeting have an agenda and clear purpose for meetings. All meetings are received advanced notice of all meetings. All team members are respected, valued, and add input to the meetings. Decision making is shared by all group members. The meetings are modeled the school district's meetings.			

<p>Experience</p>	<p>4/26/2017 This was a team effort. The team created bi-laws and norms for how meetings will be conducted.</p> <p>4/26/2017 This was a team effort. The team created bi-laws and norms for how meetings will be conducted.</p> <p>4/26/2017 This was a team effort. The team created bi-laws and norms for how meetings will be conducted.</p>			
<p>Sustainability</p>	<p>4/26/2017 The team created a bi-weekly calendar with scheduled meetings. Bi-laws and norms are reviewed periodically before meetings. Scheduled meetings are conducted with fidelity.</p> <p>4/26/2017 The team created a bi-weekly calendar with scheduled meetings. Bi-laws and norms are reviewed periodically before meetings. Scheduled meetings are conducted with fidelity.</p> <p>4/26/2017 The team created a bi-weekly calendar with scheduled meetings. Bi-laws and norms are reviewed periodically before meetings. Scheduled meetings are conducted with fidelity.</p>			

		ID03	All teams operate with work plans for the year and specific work products to produce.(38)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The departmental PLCs are reviewing TIA documents for the purpose revising curriculum with Common Core standards as a focal point. The leadership team is planning for two new PLCs. One will work to improve discipline and will include student participants. Each department is sending two members to serve on each committee. The other PLC will devote time to creating an awards program.		Limited Development 10/25/2012		
		Priority Score: 3	Opportunity Score: 2	Index Score: 6		
How it will look when fully met:		All PLCs will have specific goals to accomplish as determined through analyzing multiple pieces of data. Specific products created by the PLC will serve as a means of evaluating PLC productivity. Plans will be placed on a yearly time line with the person or persons responsible listed along with the deadline for meeting the objective.		Objective Met 04/19/17	Sonny Hicks	01/17/2012
Action(s)	Created Date					
1	12/6/12	The leadership team will create a team plan that will include the following teams: Common Core, School Discipline, Professional Development, Awards, Departmental, and Parent Community Involvement.		Complete 10/31/2012	Patti Long	11/15/2012
		<i>Notes:</i> Other PLCs may be added as needed. Next steps will include the selections of chairpersons				
2	12/6/12	Teams will be assigned specific objectives with tasks to complete.		Complete 12/31/2012	Patti Long and Sharon Wilson	01/15/2013
		<i>Notes:</i> Even though the chairperson of each team is responsible for seeing that objectives are met and tasks are completed				
3	12/6/12	Establish a School Discipline Committee		Complete 10/31/2012	Charlene Oswalt	11/27/2012
		<i>Notes:</i> Members will include J. Sweeting, V. Docherty, A. Coleman, D. Freligh, M. Underwood.				
4	12/6/12	Establish a Professional Development Committee		Complete 10/31/2012	Marsha Cain	01/15/2013
		<i>Notes:</i> Members will include B. James, M. McCullough, D. Williams, and Don Williams. Needs will be determined by data analysis, principal recommendations, and teacher requests.				
5	12/6/12	Establish an Awards Team for students		Complete 10/31/2012	Paige Dillenger	11/27/2012
		<i>Notes:</i> Committee members include N. Tinzie, Donesha Williams, M. McCollough, C. McMickle, and I. Foster.				
6	12/6/12	Establish a Parent Involvement Team.		Complete 10/31/2012	Chairperson	09/24/2012

		<i>Notes:</i> Members include G. Adams, T. Astin, M. Cain, S. Casey, K. Clark, D. Crisp, V. Docherty, I. Foster, Officer Lee, R. Miller, Chief Reynolds, V. Storks, S. Wilson,			
7	5/21/13	The FCHS Leadership Team will meet on a regular basis to assist with Priority School requirements and decision making at the school. Substitutes will be paid for teachers participating in these meetings.	Complete 05/21/2013	Department Chairs and Mrs. Long	05/29/2013
		<i>Notes:</i> A schedule has been developed and the team is meeting according to the schedule			
8	9/11/13	Establish a Core Leadership Team.	Complete 11/06/2013	Patti Long	09/04/2013
		<i>Notes:</i> A Core Leadership Team has been developed and operates within school.			
9	9/11/13	Establish Core Leadership meeting date and time.	Complete 11/06/2013	Core Leadership Team	09/04/2013
		<i>Notes:</i>			
10	5/15/14	The Chairpersons of each team will report monthly to the principal the status/progress of work plans and products.	Complete 10/18/2013	Team Leaders	09/30/2014
		<i>Notes:</i> Calendar will be established monthly on a Tuesday during one of the normal PLC times.			
Implementation:			04/19/2017		
Evidence	4/19/2017	The Team established clear roles for each member Establish Team Norms We established a Recorder, Time Keeper, and a person to chart things There is full collaboration established for each meeting We established agendas prior to meeting The Team operate off of the agenda during meeting Minutes are maintained for each meeting in one location Minutes establish outcomes			
Experience	4/19/2017	Our experience in pursuing this Objective was a collaborative effort. Each team member participated and was involved in pursuing this Objective.			
Sustainability	4/19/2017	We will continue to meet with fidelity 2-times per month, and follow the established leadership team norms			
	ID05	The principal maintains a file of the agendas, work products, and minutes of all teams.(41)	Implementation Status	Assigned To	Target Date

Initial Assessment:		The principal maintains a file of the agendas, work products, take aways from meetings, and minutes of all teams and team agendas. Agendas, work products, take-aways from meetings, and minutes from all meeting are readily available for inspection.	Full Implementation 05/15/2017		
	ID07	A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other key professional staff meets regularly (twice a month or more for an hour each meeting).(42)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The FCHS has a Building Leadership team, which consist of key leaders for management, operations, curriculum, and teacher leaders. They meet on a bi-monthly basis to discuss progress on those areas that indicate a need based on the progress monitoring tool, the school improvement plan and the 45 day plan. These needs are addressed in PLCs, and in Faculty meetings held by instructional facilitators, dept. heads, and by external providers.	Limited Development 12/07/2015		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
How it will look when fully met:		The Leadership Team is headed by the principal and includes teachers and other staff. In order to facilitate communication and coordination among the grade levels and the departments of the school, a typical composition of the Leadership Team is the principal and team leaders from the Instructional Teams. The Leadership Team needs to meet twice each month for an hour each meeting	Objective Met 01/27/16	Sonny Hicks	01/08/2016
Action(s)	Created Date				
1	1/27/16	Choose members of leadership team	Complete 01/08/2016	Sonny Hicks	01/08/2016
		<i>Notes:</i> Members have been chosen for the leadership team.			
2	1/27/16	Create a schedule for leadership team meetings.	Complete 01/08/2016	Sonny Hicks	01/08/2016
		<i>Notes:</i> Schedule has been created for leadership team to meet bi-monthly			
3	1/27/16	Create location of leadership team meetings.	Complete 01/08/2016	Sonny Hicks	01/08/2016

Notes: Location has been established for leadership team meetings.

Implementation:		01/27/2016		
Evidence	1/27/2016 Agendas and minutes are logged in Indistar.			
Experience	1/27/2016 The Leadership Team is headed by the principal and includes teachers and other staff. The Leadership Team meets bi-monthly for an hour each meeting.			
Sustainability	1/27/2016 The work will continue as noted in Wise Ways.			
ID08	The Leadership Team serves as a conduit of communication to the faculty and staff.(43)	Implementation Status	Assigned To	Target Date

Initial Assessment:		The FCHS Leadership Team includes the principal, key administrators, and teacher leaders of Instructional Teams. The team serves as a means of communication among school personnel, especially in regards to school improvement efforts and everyone's role in them.	Full Implementation 02/02/2016		
	ID09	The Leadership Team shares in decisions of real substance pertaining to curriculum, instruction, and professional development.(44)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The Leadership Team meets on a bi-monthly basis. The principal presents some of the latest data indicators of the status of FCHS. The Leadership Team then looks at that data, and then develops plans for each subject area. Subject-level PLC's then have the opportunity to voice their opinion and share in the decision making process related to curriculum, classroom instruction, and professional development opportunities for our faculty and staff to address those data concerns. Many teachers of record have recently had the opportunity to participate in professional development opportunities that was made available by the Leadership Team.	Limited Development 11/30/2016		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
How it will look when fully met:		A school leadership team has been established. The team is comprised of the principal, key corps of lead teachers, external providers, and the school improvement specialist. The team has regular bi-monthly meetings for the purpose to strategize, create action plans for curricular, and instructional improvements. Decisions made by team is finalized by a vote. Evidence is included on the agenda and minutes. The implementation of the decisions made by the team are monitored by administrators and external providers in classroom instruction. During the leadership meetings the principal allows opportunities for open discussions without fear of repercussions.	Objective Met 03/09/17	Sonny Hicks	08/31/2016
Action(s)	Created Date				
1	11/30/16	We have established leadership team members. The team consist of the principal, assistant principals, lead teachers, external providers, and the school improvement specialist.	Complete 03/09/2017	Sonny Hicks	08/31/2016
<i>Notes:</i> The Leadership Team voted 100% that we have completed this task.					
2	12/1/16	We have regular scheduled bi-monthly meetings where team members have the opportunity to make help make decisions regarding curriculum, instruction, and professional development.	Complete 03/09/2017	Sonny Hicks	08/31/2016
<i>Notes:</i> The Leadership Team voted 100% that we have completed this task.					

3	12/1/16	Decisions made by the team is finalized by a vote. During the meeting the principal allows opportunities for open discussions without fear of repercussions.	Complete 03/09/2017	Sonny Hicks	08/31/2016
<i>Notes:</i> Follow Robert's Rule of Parliamentary Procedures. The Leadership Team voted 100% that we have completed this task.					
Implementation:			03/09/2017		
Evidence	3/9/2017 Meeting minutes at bi-monthly meetings that state that we are in full-implementation.				
Experience	3/9/2017 Our experience has been one that has been modeled by the Principal and this has been a Team effort in accomplishing this goal. All team meetings are open discussions and specific objectives have been made in curriculum and instruction and professional development.				
Sustainability	3/9/2017 A commitment to a shift in mind-set that all the leadership team members have embraced in relation to efficacy and the SDIS model.				

Core Function:		Curriculum, Assessment, and Instructional Planning			
Effective Practice:		Engaging teachers in aligning instruction with standards and benchmarks			
	IIA02	Units of instruction include standards-based objectives and criteria for mastery.(89)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		At the beginning of the 2016-2017 school year, Math and the ELA department met for the development of a standards-based objective guide that includes the use of units and "mini-units". These units include the use of a pre-test, mid-unit tests, and post-tests to assess progress and proficiency of our scholars. The Math and ELA departments also met with the external providers to develop these units so that Common Core State Standards and the Arkansas Frameworks standards would be the driving force of these units of instructions.	Limited Development 11/30/2016		
		Priority Score: 3	Opportunity Score: 3	Index Score: 9	
<i>How it will look when fully met:</i>		Performance Coaches will be using standard-based objectives on a daily basis and all indicators for its implementation will be found in the evidence of their lesson plans. The performance coaches will be able to take the data from each of the assessments to modify and adjust instruction so that our scholars will be proficient on the post-test assessments. The Principal and External Providers will support teachers in planning standard-based lessons during their PLC meetings. The administrators and external providers will monitor classroom instruction and provide feedback to teachers for improvements.	Objective Met 05/15/17	Sonny Hicks	05/19/2017
<i>Action(s)</i>	<i>Created Date</i>				
1	11/30/16	Teachers will receive support from our PLC's and external providers to implement the standards-based objectives and criteria for mastery of the units of instruction. This combined with CWT's and coaching comments from administration, teachers will be able to show evidence of success in this area through the collection and analyzing of the assessment data.	Complete 05/15/2017	Sonny Hicks	05/31/2017

		<p><i>Notes:</i> Unit Plans are developed by each Instructional Team to define a unit of instruction outline the standards and target objectives (subject level)addressed in the unit of instruction. The School Principal, External Providers, and School Improvement Specialist provide weekly support to teachers during their subject-level PLC Meetings to implement standards-based objectives and criteria for mastery of the units of instruction. Teachers received weekly CWT's and coaching comments from the administrators, External Providers, and SIS. As an result, teachers are able to show evidence of success through a collection and analyzing of their Unit and Interim Assessment data.</p>			
2	12/1/16	Point-in-time adjustments to meet the learners needs.	Complete 05/15/2017	Sonny Hicks	05/31/2017
		<p><i>Notes:</i> Teachers make point-in-time adjustments to meet the learners needs. They are required to differentiate the learning in their classrooms based on assessment results.</p>			
Implementation:			05/15/2017		
	Evidence	<p>5/15/2017 Evidence can be found in Lesson Plans, teaching, and assessments. Evidence can be found in the teacher's Informal and Formal Observations feedback. Evidence can be found in the Unit of Instruction submitted by teachers.</p>			
	Experience	<p>5/15/2017 Initially, the thought of developing unit plans seem overwhelming for teachers. However, the Administrators, External Providers, and SIS provided the necessary support to assist teams in developing their Unit Plans. Teachers felt much better about the process of developing and teaching units once they realize we were there to support them in this task.</p>			
	Sustainability	<p>5/15/2017 Each summer, instructional teams will be given the opportunity to meet to modify and update units of instruction.</p>			

Core Function:		Curriculum, Assessment, and Instructional Planning			
Effective Practice:		Assessing student learning frequently with standards-based assessments			
IID09		Instructional Teams use student learning data to plan instruction.(107)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		FCHS has a data room which comprises information of 2016 Summative ACT-Aspire test assessments and 2016-17 ACT Aspire Interim 1 Assessment for all 9th and 10th grade scholars. Each scholar has been assessed at each point in the assessment process and his/her performance scores are posted in the data room, so that plans can be developed by the instructional teams to address areas of growth for each of our scholars. The instructional teams then use that data to plan individualized and differentiated instruction in the classroom to bring scholar performance up.	Limited Development 11/30/2016		
		Priority Score: 3	Opportunity Score: 3	Index Score: 9	
<i>How it will look when fully met:</i>		The teachers are implementing formative and periodic benchmarks assessments on a regular basis. With the assistance of the external providers, teachers analyze their data to look for strengths and areas for improvements. As a result of the data, teachers create actions plans for the areas that need improvements. The school district schedule includes data days after each interim assessment for the purpose of allowing teachers to analyze and create action plans to address the deficiencies in the data. On data days, teacher receive support from external providers, administrators, and school improvement specialist to assist with analyzing data and creating action plans. The school has a data war room where 9th and 10th grade students' data is posted on the walls. After each interim assessment, teachers move their students' data to the basic, ready, proficiency, or exceeding level. Evidence will include agendas and minutes from PLC's and Leadership meetings. Principal conducts individual data meetings with each teacher to discuss each student's progress and plans for future implementation for improvement.	Objective Met 03/30/17	Sonny Hicks	10/06/2016
<i>Action(s)</i>	<i>Created Date</i>				
1	11/30/16	After each interim assessment, teacher of record will analyze their data and create action plans for each student's weakness. The data analysis will include the teachers moving their student's data information in the data room after each interim assessment. This will allow the teachers to see each student's progress/movement with each assessment.	Complete 03/30/2017	Sonny Hicks	10/06/2016
<i>Notes:</i>					

2	12/1/16	The next step for the principal is to conduct individual conference data comparison meetings with each teacher of record of the 1st and 2nd Interim Assessment test.	Complete 03/30/2017	Sonny Hicks	10/06/2016
<i>Notes:</i>					
3	12/1/16	After each Interim Assessment the principal conducts individual teacher data conferences with each teacher of record. The purpose of the meeting is discuss students' strengths and weaknesses. During the meetings action plans are develop to improve student's performances.	Complete 03/30/2017	Sonny Hicks	10/06/2016
<i>Notes:</i>					
Implementation:			03/30/2017		
Evidence	3/30/2017	Documentation of meetings: pre-planning forms of data analysis, sign-in sheets, and notes from meetings with teachers			
Experience	3/30/2017	This task was executed as planned. Individual meetings are held after each interim test. Teachers facilitate the meeting by analyzing post-test data and pre-planning next steps for increasing proficiency levels.			
Sustainability	3/30/2017	This process will continue after each interim assessment during the next school year.			