

Comprehensive Progress Report 2017-18

Mission: Prescott High School will provide every student the opportunity to reach his or her fullest potential academically, intellectually, socially, and personally. The faculty and staff will provide high expectations and a supportive and safe learning environment to ensure this opportunity. All students will have access to a diverse curriculum designed for exposure to a variety of applicable skills, character enrichment, cultural experiences, and extracurricular activities.

Vision: What do we want all students to know and be able to do?
How will we know if each student has learned it?
What will we do if they don't learn it?
What will we do if they have learned it?

Goals: Prescott High School will participate in a Professional Learning Community (PLC) where essential standards are linked to common assessments that drive instruction.



! = Past Due Objectives KEY = Key Indicator

Core Function:		School Leadership and Decision Making			
Effective Practice:		Establish a team structure with specific duties and time for instructional planning			
ID01	A team structure is officially incorporated into the school governance policy.(36)	Implementation Status	Assigned To	Target Date	
<i>Initial Assessment:</i>	The high school leadership team meets when needed either before, during or after school. Our instructional teams meet by subject area.	Limited Development 01/29/2016			
	Priority Score: 3 Opportunity Score: 2	Index Score: 6			
How it will look when fully met:	When this objective or indicator is fully meet, the Prescott High School leadership team will guide school improvement in its effort to grow. Evidence will include regularly scheduled meetings twice a month, meeting agenda and minutes.	Objective Met 03/29/16	Missy Walley	05/20/2016	
Action(s)	Created Date				

1	1/29/16	Check with the district to see if board minutes are available to show evidence the board is aware of this team and will continue to allow us to meet without a policy.	Complete 03/18/2016	Missy Walley	05/20/2016
		Notes: Get board minutes.			
		5-18-17 This objective continues to be met.			
Implementation:			03/29/2016		
Evidence					
		3/29/2016 School board agenda and minutes from the meeting.			
Experience					
		3/29/2016 Shannon Henderson met with the Prescott School Board in December to update them on the ACSIP plan. She discussed the possibility of adding a policy for the leadership team (LT). The board agreed that no policy was needed at this time, since the LT team is allowed to meet at their discretion.			
Sustainability					
		3/29/2016 The leadership team will continue to meet monthly or bimonthly as needed. If a need arises for a policy we will revisit this indicator.			
	ID04	All teams prepare agendas for their meetings.(39)	Implementation Status	Assigned To	Target Date
Initial Assessment:		Department chairs for instructional teams are in place and some have agendas and minutes of meetings. The agendas and minutes of meetings are not shared.	Limited Development 12/04/2015		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
How it will look when fully met:		When this objective or indicator is fully met at Prescott High School, agendas will be created and kept with the department chairs. and meeting minutes will be sent out in a timely fashion to those involved.	Objective Met 03/30/17	Missy Walley	05/26/2017
Action(s)	Created Date				
1	12/4/15	Department chairs will create agendas/minutes for all meetings.	Complete 02/24/2017	Department Chairs	03/15/2017
		Notes: Math and English departments currently keep minutes. Science and Social Studies departments will implement this school year.			

1/27 - The science department is collaborating with mathematics. They are meeting jointly as a STEM department.
 Mrs. Gutierrez will check with Social Studies Chair about their progress on this objective.

2/17 - Mrs. Gutierrez met with Social Studies Department. They are not currently meeting monthly.

2/24 - Mrs. Walley confirms that the Social Studies Department meets twice yearly and has turned in minutes for documentation. Most Social Studies is offered online and doesn't require monthly collaboration.

Implementation:			03/30/2017		
Evidence					
		3/30/2017 A binder of meeting documentation is kept in the principal's office.			
Experience					
		3/30/2017 Department chairs and principal organized time for department meetings. Documentation for meetings is shared with the principal.			
Sustainability					
		3/30/2017 Planned meetings will continue to be a priority within departments.			
	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:		Various departments at the high school meet and keep agendas as well as minutes; however, these are not located centrally .	Limited Development 11/11/2016		
		Priority Score: 2 Opportunity Score: 3	Index Score: 6		
How it will look when fully met:		There will be a binder in the principal's office that includes all department agendas and minutes from regular meetings.	Objective Met 03/30/17	Missy Walley	05/31/2017
Update:		This information is now kept in a Google Team Drive that is accessible to all staff members.			5/31/2018
Action(s)	Created Date				

1	11/14/16	Department leaders will set dates for, create agendas, and ensure that minutes are recorded for department meetings. Copies of meeting documents will be submitted to the principal.	Complete 03/30/2017	Jessica Gutierrez, Angie Barbaree, Logan Mahar, De	05/31/2017
		<i>Notes:</i> Departments are meeting regularly and are submitting documentation to the principal.			
2	11/14/16	The principal will maintain a binder of documents from department meetings in her office.	Complete 03/30/2017	Missy Walley	05/31/2017
		<i>Notes:</i>			
Implementation:			03/30/2017		
Evidence		3/30/2017 A binder with documentation is kept in the principal's office.			
Experience		3/30/2017 Department chairs and principal collaborated to ensure regular meetings were being held and documentation submitted to the principal.			
Sustainability		3/30/2017 Regular meetings will continue with documentation being submitted to the principal.			
	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 leadership team in place last school year with previous principal met periodically with no set amount of time which did not meet requirements for this indicator. Department instructional teams meet periodically.	Limited Development 09/11/2015		
		Priority Score: 3	Opportunity Score: 3	Index Score: 9	
How it will look when fully met:		When this objective or indicator is fully implemented at Prescott High School, the leadership team will meet twice a month for an hour each meeting and will have evidence of each meeting held by use of sign in sheets, agendas and minutes from each meeting. Additionally, teacher teams meet weekly for planning.	Objective Met 05/23/16	Missy Walley	05/27/2016 5/2018
Action(s)	Created Date				
1	9/14/15	The leadership team (made up of the principal, science teacher, math teacher, literacy teacher, career teacher, career coach and counselor) will be notified in advance time of two scheduled days for one hour meetings for each month.	Complete 05/23/2016	Missy Walley	05/27/2016

Notes: The Prescott High School ACSIP team will collect all agendas, minutes and sign-in sheets of each leadership team meeting.

Implementation:		05/23/2016		
Evidence	5/23/2016 Prescott High School have agendas, minutes, plans, sign in sheets with tasks and indicators all on this website. Each member of the leadership team has binders that they keep Wise Ways, agendas, minutes and resources in.			
Experience	5/23/2016 Prescott High School setup a leadership team that met twice monthly for at least an hour for scheduled meetings with prepared agendas, minutes and sign in sheets for each meeting.			
Sustainability	5/23/2016 Prescott High School will need to continue to meet twice monthly, following agendas, meeting goals and task and implementing indicators.			

Core Function:		School Leadership and Decision Making			
Effective Practice:		Align classroom observations with evaluation criteria and professional development			
	IF02	The Leadership Team reviews the principal's summary reports of classroom observations and takes them into account in planning professional development.(66)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The high school principal observes all teachers. Teachers meet with principal and discuss their PGPs, observations, and professional development needs.	Limited Development 02/19/2016		
		Priority Score: 3 Opportunity Score: 1	Index Score: 3		
How it will look when fully met:		When this objective or indicator is fully met, the leadership team will have evidence of reviewing the principal's reports of classroom observations, PGPs and takes them into account in planning professional development.	Objective Met 10/07/16	Missy Walley	08/09/2016
Action(s)	Created Date				
1	2/19/16	Analyze Bloomboard, content and grade level groups.	Complete 06/01/2016	ACSIP Team	08/09/2016
Notes:					
Implementation:			10/07/2016		
Evidence	10/7/2016 Bloomboard use and documentation of teacher/principal meetings				

Experience	10/7/2016 Bloomboard content was analyzed and shared with the Leadership Team and grade levels.			
Sustainability	10/7/2016 The principal will continue to use Bloomboard to collect and summarize information to move teaching forward.			
IF06	Teachers are required to make individual professional development plans based on classroom observations.(70)	Implementation Status	Assigned To	Target Date
Initial Assessment:	The high school principal observes teachers following TESS guidelines, provides help with planning PGPs and professional development. After teacher observations, the principal discusses strengths and weaknesses to help with choosing appropriate professional development for each individual teacher. Feedback on observations are not done in a timely manner as preferred by teachers and the principal.	Limited Development 02/19/2016		
	Priority Score: 3 Opportunity Score: 1	Index Score: 3		
How it will look when fully met:	When this objective or indicator is fully implemented at Prescott High School, individual teachers will have a more focused individualized growth plan for appropriate professional development based on observations. Teachers will receive timely feedback on PGPs and classroom observations.	Objective Met 10/07/16	Missy Walley	08/05/2016
Action(s)	Created Date			
1	2/19/16 Individual conferences Principal/Teacher, teacher chooses appropriate professional development.	Complete 09/30/2016	Missy Walley	08/05/2016
	<i>Notes:</i> Principal will meet with teachers individually to create an individual plan for professional development.			
Implementation:		10/07/2016		
Evidence	10/7/2016 PD registration history can be accessed on "Shoebboxes." Teacher evidence can be uploaded as needed.			
Experience	10/7/2016 Based on PGP and TESS evaluations teachers conferenced with the principal to select appropriate PD.			
Sustainability	10/7/2016 Teachers will meet with principal to discuss PD needs based on PGP and TESS.			
IF11	The school provides all staff high quality, ongoing, job-embedded, and differentiated professional development.(3984)	Implementation Status	Assigned To	Target Date

Initial Assessment:		The Prescott High School have some learning communities in place. Departments meet by subject area 7-12. Some teachers share information, resources, and professional development with other teachers. Resources include the Southwest Educational Cooperative who meet with teachers on specific information that is needed such as writing, reading, behavior, assessments, etc.	Limited Development 01/20/2016		
		Priority Score: 3 Opportunity Score: 2	Index Score: 6		
How it will look when fully met:		When this objective or indicator is fully implemented at Prescott High School, principal will help with categorizing teacher needs by domain, assigning workshops at the coop and/or book professional development for high quality, ongoing, job-embedded, and differentiated professional development. Under a three year grant, our school district is receiving professional development through Solution Tree for establishing a Professional Learning Community.	Objective Met 10/07/16	Missy Walley	08/12/2016 9/1/2017
Action(s)	Created Date				
1	1/20/16	Teachers will determine domain needs and align professional development needs with professional development calendar at educational cooperative and utilize Bloomboard market place for professional development needs.	Complete 09/30/2016	Missy Walley	08/12/2016
Notes:					
Implementation:			10/07/2016		
Evidence	10/7/2016	All teachers received required continuing education credits. Documentation provided upon request.			
Experience	10/7/2016	After determining PD needs, teachers seek out opportunities for continuing education at our regional educational coop. The school allows teachers to choose PD based on individual teacher need.			
Sustainability	10/7/2016	The school will continue a partnership with our local coop to provide these opportunities.			

Core Function:	School Leadership and Decision Making
Effective Practice:	Expanded time for student learning and teacher collaboration

IH01		The school monitors progress of the extended learning time programs and other strategies related to school improvement.(3981)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The high school currently has the following extended learning time programs: 21st Century program (Applegate) works with students on homework, remediation and enrichment, Upward Bound SAU (Edmondson) and Upward Bound OBU (Wiley) works with students on academic tutoring, counseling, career orientation, and cultural and social enrichment activities, Course Recovery (Chadwell) works with students who struggle in a traditional classroom, have fallen behind in their work, or have missed school due to illness or personal issues, and ACT Prep (Steed) works with students on ACT preparedness.	Limited Development 12/18/2015		
		Priority Score: 3 Opportunity Score: 1	Index Score: 3		
How it will look when fully met:		When this objective or indicator is fully implemented at Prescott High School, data will be available on students that attend extended learning time programs to see if it is working. Look at working on a revised schedule, create a comparison to show old schedule outcomes with new schedule ideas with possibility of remediation added to the schedule.	Objective Met 03/30/17	Missy Walley	04/15/2016
Action(s)	Created Date				
1	12/18/15	Create a way to analyze and make a comparison of the progress of how the 8 period day is working.	Complete 09/30/2016	Missy Walley	08/12/2016
		<i>Notes:</i> After analysis, it was determined that PHS would go to a flex mod schedule.			
2	12/18/15	Look at research based master schedules from other schools.	Complete 09/30/2016	Missy Walley	08/12/2016
		<i>Notes:</i>			
3	12/18/15	Find appropriate PD for training on new schedule.	Complete 02/24/2017	Missy Walley	08/12/2016
		<i>Notes:</i> 1/27/17 The team decided that while some PD was offered before the implementation of the flex mod schedule, more is needed to be considered appropriately adequate. 2/24/17 At the Leadership Team's request, Mrs. Walley is more than willing to include further PD for the flex mod schedule, including topics of concern that have arisen since implementation this year.			
Implementation:			03/30/2017		
Evidence					
		3/30/2017			

	Further PD will be provided at the beginning of the 2017-18 school year.			
Experience	3/30/2017 As the new flex-mod schedule has been implemented, staff expressed need for continued PD that meets needs that will naturally arise.			
Sustainability	3/30/2017 We will continue to monitor the flex mod schedule and respond to needs as they arise.			

Core Function:		School Leadership and Decision Making			
Effective Practice:		Ensure High Quality Staff - Recruitment, Evaluation, and Retention			
	II01	The school works collaboratively with the district to recruit and retain highly-qualified teachers to support school improvement.(3982)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The district has someone from the school who attends job fairs and college days.	Limited Development 10/27/2015		
		Priority Score: 3 Opportunity Score: 1	Index Score: 3		
How it will look when fully met:		When this objective or indicator is fully implemented at Prescott High School, the leadership team will have evidence of working with the district to recruit and retain highly-qualified teachers to support school improvement by having good representation of teachers and administrators on a district recruiting team. The high school would like to see a Prescott Public Schools booth be taken to colleges and job fairs to be inviting and show of good representation of academics as well as sports. PHS English and Math teachers receive a \$3,000 retention bonus each year.	Objective Met 10/12/16	Missy Walley	10/07/2016 5/2018
Action(s)	Created Date				
1	10/27/15	Prescott High School will provide professional development to highly qualified teachers to help retain teachers.	Complete 10/12/2016	Missy Walley	08/12/2016
		<i>Notes:</i> This task of attending professional development will help retain highly qualified teachers at our high school by equipping them for success.			
2	10/27/15	Prescott High School will offer retention to highly qualified teachers.	Complete 10/12/2016	Missy Walley	08/12/2016

		<i>Notes:</i> This task will help with retaining highly qualified teachers at our high school. The idea behind this task is that the district will strive to make continued employment within our district an attractive option for highly qualified teachers.			
4	10/27/15	Prescott High School Principal will talk to college students about jobs available at our school to help recruit highly qualified teachers.	Complete 09/30/2016	Missy Walley	08/12/2016
		<i>Notes:</i> This task will help recruit highly qualified teachers to our school district.			
5	10/27/15	Prescott High School will offer a Teaching program of study and recruit students from the high school to take classes for orientation to teaching.	Complete 09/30/2016	Linda Benton, Anne Franks	10/07/2016
		<i>Notes:</i> This task will help recruit highly qualified teachers to our school district by offering a program of study for Orientation to Teaching at our high school.			
6	10/27/15	Prescott High School Principal will use Arkansas Teach Corp to help with recruiting highly qualified teachers to our high school.	Complete 09/30/2016	Missy Walley	08/12/2016
		<i>Notes:</i> This task will help with recruiting highly qualified teachers to our school district in areas needed.			
7	10/27/15	New teachers at Prescott High School will have a mentor assigned to help with retaining teachers. The Principal will work with the Mentoring Project Director to assign novice teacher mentors.	Complete 09/30/2016	Missy Walley	08/12/2016
		<i>Notes:</i> This task will help with retaining teachers at our school district.			
Implementation:			10/12/2016		
Evidence	10/12/2016	Professional development is documented for individual teachers. Class enrollment information is available for our Orientation to Teaching classes.			
Experience	10/12/2016	Prescott High School invests in the growth of its teachers by offering quality professional development opportunities. The principal seeks qualified applicants by talking with college students and utilizing Arkansas Teach Corp. New teachers are supported by mentors.			
Sustainability	10/12/2016	Prescott High School will continue to take advantage of recruitment opportunities that allow the principal to interact with college students pursuing education degrees. We will also continue to "grow" our own qualified teachers by offering an Orientation to Teaching class to high school students and quality PD to faculty.			

Core Function:		Curriculum, Assessment, and Instructional Planning			
Effective Practice:		Engage teachers in aligning instruction with standards and benchmarks			
!	IIA01	Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(88)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The high school meets with math and literacy departments periodically. A mathematics instructional facilitator, Jessica Gutierrez, meets with individual math teachers twice a month and works with these teachers with mathematics skills and instruction, lessons, lesson plans, host math meetings and review data from TLI tests.	Limited Development 02/19/2016		
<i>How it will look when fully met:</i>		When this objective or indicator is fully met at Prescott High School, develop more rigorous, higher achieving, productive students/citizens, improved graduation rates, vertical alignment units of instruction 7-12. Units of instruction have been built around essential standards in each subject.		Missy Walley	08/05/2016 3/2018
Action(s)	Created Date		1 of 2 (50%)		
1	2/19/16	Evaluation of LDC, overall professional development for Prescott High School Campus.	Complete 09/30/2016	Missy Walley	08/05/2016
<i>Notes:</i>		The Leadership Team has decided that we are unable to pursue this task but would like to reconsider at a later date.			
2	10/7/16	A literacy specialist from SWAEC, Karen Harris, meets with individual English teachers routinely to establish curriculum document for vertical and horizontal alignment.		Angie Barbaree	05/26/2017
<i>Notes:</i>					

Core Function:		Curriculum, Assessment, and Instructional Planning			
Effective Practice:		Assess student learning frequently with standards-based assessments			
	IID02	The school tests each student at least 3 times each year to determine progress toward standards-based objectives.(100)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The high school test students using The Learning Institute (TLI) 3 times each year, Diagnostic On-Line Reading (DORA)2 times each year, STAR Reading 2 times each year. Math assessments are tracked by the math facilitator each year using a Google Doc. form.	Limited Development 11/30/2015		
		Priority Score: 3 Opportunity Score: 1	Index Score: 3		
<i>How it will look when fully met:</i>		When this objective or indicator is fully met, the leadership team and core subject areas will go over all data they receive, discuss at risk	Objective Met 03/30/17	Missy Walley	05/26/2017

students and how to help these students, keep all testing data kept in a document to see all assessment results, a document with assessment results for literacy/math and remediation/enrichment will be a part of the school day.

Teachers will begin creating common formative assessments to determine progress toward attainment of essential standards.

4/2018

Action(s)	Created Date				
1	11/30/15	Teachers will have department meetings. Evidence will be sign-in sheets and agendas.	Complete 03/30/2017	Missy Walley	05/26/2017
		<i>Notes:</i> English and STEM departments have met to discuss interim tracking data. In addition, the data is now available on a district data site for staff to access.			
2	11/30/15	All departments will meet as teams to review data and make plans for struggling students.	Complete 03/30/2017	Missy Walley; PHS Department Chairs	05/26/2017
		<i>Notes:</i> 2/17/17 - STEM and literacy departments are meeting regularly and discuss interim assessment results.			
3	11/30/15	Schedule changes to bring in remediation period.	Complete 09/30/2016	ACSIP Team	08/12/2016
		<i>Notes:</i> An independent learning time has been incorporated into student schedules, allowing them to seek out or be assigned to additional one-on-one help as needed.			
4	11/30/15	ACT Aspire testing.	Complete 09/30/2016	Missy Walley	05/26/2017
		<i>Notes:</i> Departments met and discussed results from the ACT/ASPIRE.			
Implementation:			03/30/2017		
Evidence		3/30/2017 The district database contains interim testing data, and department agendas reflect data analysis efforts.			
Experience		3/30/2017 Data from interim tests is collected and organized into a format that allows teachers to quickly assess student performance and progress.			
Sustainability		3/30/2017 Data will need to be collected and organized in a timely manner.			

IID03		Teachers receive timely reports of results from standardized and objectives-based tests.(101)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Currently, PHS has a set-up a database where formative testing data will be stored and documented. Teachers will have access to this database at will, so that they may inform instructional decisions.	Limited Development 01/13/2017		
		Priority Score: 2 Opportunity Score: 2	Index Score: 4		
<i>How it will look when fully met:</i>		When this objective is fully implemented, teachers will know how to use test scores to adjust instruction so that it meets individual student needs, as well as larger instructional needs, more completely. The database will provide a forum for tracking testing progress. The school principal will observe professional learning communities and individual teacher responses to the data.	Objective Met 03/30/17	Missy Walley	05/25/2017
Action(s)	Created Date				
1	1/13/17	Departments will add their ASPIRE data to the database.	Complete 03/30/2017	Department Chair	01/27/2017
		<i>Notes:</i>			
2	1/13/17	Teachers will analyze data and respond by making instructional decisions as a department.	Complete 03/30/2017	Department Chair	03/23/2017
		<i>Notes:</i> Instructional decisions might be recorded in Department Minutes.			
Implementation:			03/30/2017		
Evidence		3/30/2017 Data is contained on district database and departments keep minutes reflecting analysis.			
Experience		3/30/2017 Specified staff collected,organized, and entered data into a database that is accessible to teachers for use in analysis.			
Sustainability		3/30/2017 Data will continue to be collected and organized as it becomes available.			

Effective Practice:		Expect and monitor sound instruction in a variety of modes			
!	IIIA01	All teachers are guided by a document that aligns standards, curriculum, instruction, and assessment.(110)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The high school utilizes curriculum maps and TLI data to assess student learning, and uses total instructional alignment to align our curriculum with curriculum maps in conjunction with TLI that are aligned with state standards.	Limited Development 11/17/2015		
How it will look when fully met:		When this objective or indicator is fully met at Prescott High School, teachers will use curriculum maps, pacing guides for every subject area, teacher meetings to discuss curriculum both vertically and horizontally. Evidence will include lesson plans and guides created by teachers.		Jessica Gutierrez	08/31/2018
Action(s)	Created Date		0 of 3 (0%)		
1	11/17/15	Science department will align curriculum with Terri Kennedy.		Logan Mahar	08/31/2017
		<i>Notes:</i> Incorporate reading content in the various subjects (nonfiction/informational).			
2	11/17/15	All subjects: Cross curricular alignment.		Missy Walley	08/25/2017
		<i>Notes:</i> Cross curricular alignment with all subject areas.			
3	11/17/15	All subjects: Vertical alignment within high school level.		Missy Walley	04/28/2017
		<i>Notes:</i> Vertical alignment will be with all subject areas within the high school.			

Core Function:		Family Engagement in a School Community			
Effective Practice:		Explain and communicate the purpose and practices of the school community			
	FE02	The school's key documents (Parent Involvement Guidelines, Mission Statement, Compact, Homework Guidelines, and Classroom Visit Procedures) are annually distributed and frequently communicated to teachers, school personnel, parents (families), and students.(5497)	Implementation Status	Assigned To	Target Date
Initial Assessment:		Currently, Prescott High School has a school compact and sends it home annually to parents. Other means of communication are available such as parental access to grades via computer programs. Many other policies are outlined in the student handbook. The team feels that a more concise, organized plan of distribution of this information would benefit all stakeholders.	Limited Development 11/11/2016		
		Priority Score: 2	Opportunity Score: 3	Index Score: 6	

How it will look when fully met:		When this objective is being fully implemented, parents will receive specific information in an organize manner at the beginning of each school year.	Objective Met 03/30/17	Haleigh Glass	09/05/2017
Action(s)	Created Date				
1	11/11/16	Key documents currently available to stakeholders will be assessed.	Complete 02/24/2017	Haleigh Glass	05/31/2017
		<p><i>Notes:</i> The team is unsure of exactly what key documents are currently sent home for parents to review. They would like to know where we stand on this.</p> <p>2/17/17 - Mrs. Kathie Janes provided the following information for the team: Parent packets given to students at the beginning of each school year or upon enrollment include such documents as Home Language Survey, Homeless Survey, Parents' Right to Know, Enrollment Information Forms. Policies required for all parents to know about are made available, such as Homework, Attendance, Graduation, Discipline, Grievance, and other required documents.</p> <p>2/24/17 - The team finished discussion determining what documents from the objective are available to stakeholders and where they are located. The team provided the following information: *Parent Involvement Guidelines - District Website under "State Required Documents" *Mission Statement - District Website *Homework Guidelines - Handbook and Parent Packet *Compact - Handbook and Parent Packet *A binder is available in the office at patron request that includes these documents.</p>			
2	11/11/16	After it is determined what key documents are currently made available to stakeholders, the Leadership Team will meet to decide on additional documents that may be useful.	Complete 02/24/2017	Haleigh Glass	05/31/2017
		<p><i>Notes:</i> Classroom visit procedures are being added to the school handbook. Additionally, parents and students have access to grades online through HAC.</p>			
3	11/11/16	After key documents are identified, they will be compiled in an organized way for distribution to stakeholders.	Complete 02/24/2017	Haleigh Glass	05/31/2017
		<p><i>Notes:</i> Documents are available in various places including the school website, handbook, and parent packets. These documents can also be accessed in a binder kept in the school office.</p>			
Implementation:			03/30/2017		

Evidence		3/30/2017 Key documents can be accessed through the district website and a binder kept in the school office.			
Experience		3/30/2017 After assessing key document availability, the team is confident that this information is readily available to stakeholders wishing to access them.			
Sustainability		3/30/2017 This objective will be revisited annually to make certain key information continues to be readily available to stakeholders.			
	FE04	The school's Title I Compact (Or Non-Title I schools roles and expectations for parents, students, and teachers) includes responsibilities (expectations) that communicate what parents (families) can do to support their students' learning at home (curriculum of the home, with learning opportunities for families to develop their curriculum of the home). (3983)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The high school has a school compact in place that includes student, parent and teacher expectations information packet. This is handed out at Open House for parents, students to sign and return.	Limited Development 09/19/2015		
		Priority Score: 3 Opportunity Score: 1	Index Score: 3		
How it will look when fully met:		When this objective or indicator is fully met at Prescott High School, the high school will have a compact that parents, students, teachers, staff, administrator feel best meets our school needs.	Objective Met 10/07/16	Missy Walley	08/12/2016
Action(s)	Created Date				
1	9/21/15	The person responsible for this task will have access to ACT data: registration, testing dates, score data, and ACT College Readiness Prep Class parent meeting data.	Complete 09/30/2016	Haleigh Glass	08/12/2016
		<i>Notes:</i> The person responsible for this task will have access to ACT registration information, testing dates, score data, and ACT College Readiness Prep Class parent meeting data regarding the importance of ACT testing and techniques that students can use to help with ACT test scores.			

2	9/21/15	The person responsible for this task will have access to Parent survey data this will be completed at the beginning and end of the school year.	Complete 05/23/2016	Pearl Bailey	05/27/2016
		<i>Notes:</i> The person responsible for Parent Surveys will collect data to help all members of the school community (students, parents, teachers) understand how everyone feels about student's school.			
3	9/21/15	The person responsible for this task will have access to Response-to-Intervention (RTI) data.	Complete 09/30/2016	Missy Walley	08/12/2016
		<i>Notes:</i> The person responsible for collecting data for Response-to-Intervention (RTI) with curricular improvements, designing interventions, and deciding which students will benefit from additional tiered instruction.			
4	9/21/15	The person responsible for this task will have access to Financial Aide and Scholarship data that will be part of a Webinar for Seniors and parents (guardians).	Complete 02/18/2016	Haleigh Glass	05/27/2016
		<i>Notes:</i> The person responsible for collecting Financial Aide and Scholarship data will keep up with log sheets of participating Seniors and parents at Webinar.			
5	9/21/15	The person responsible for this task will send notifications to parents and students about school information on Remind 101 - a free, safe and simple way to instantly text students & parents.	Complete 05/23/2016	Haleigh Glass	05/27/2016
		<i>Notes:</i> The person responsible for this task will need to keep up with membership logs and messages sent to students and parents.			
6	9/21/15	The person responsible for this task will have access to Teacher Student Mentor data.	Complete 05/23/2016	Missy Walley	05/26/2017
		<i>Notes:</i> The person responsible for this task will have access to Teacher Student Mentor data that will include parent and student contact logs.			
7	9/21/15	The person responsible for this task will have access to Parent Teacher Conference data.	Complete 05/23/2016	Earnestine Johnson	05/27/2016
		<i>Notes:</i> The person responsible for this task will have parents sign for report cards and hand out parent packets with			
8	9/21/15	The person responsible for this task will have parent packets with required school forms for parents to return to the high school office when school begins.	Complete 05/23/2016	Tracy Morrow	05/27/2016
		<i>Notes:</i> The person responsible for this task will collect required forms filled out by the parent returned back when school begins.			
9	9/21/15	The person responsible for this task will have access to Parent Night data.	Complete 05/23/2016	Pearl Bailey	05/27/2016

<i>Notes:</i> The person responsible for this task will collect parent logs from parent night(s): August Maroon and White Game and Spring Parent Night.					
10	9/21/15	The person responsible for this task will create a Prescott High School Facebook page for grades 9-12 and administer the site and collect membership data.	Complete 05/23/2016	Jessica Gutierrez	05/27/2016
<i>Notes:</i> The person responsible for this task will administer the page with school information and collect membership data.					
12	10/13/15	Counselor and career coach will help arrange college visits and job shadowing for Seniors.	Complete 05/23/2016	Haleigh Glass	05/27/2016
<i>Notes:</i> Arrange with colleges for student visits to their campus Arrange job shadowing for student interest in job/career					
Implementation:			10/07/2016		
Evidence	10/7/2016	The compacts will be kept in student files. A sample copy will be uploaded for evidence.			
Experience	10/7/2016	The Leadership Team met and concluded that parent/school/student compacts have been developed and implemented to a desirable level.			
Sustainability	10/7/2016	The Leadership Team will continue to monitor and update as needed.			

Core Function:		High School: Opportunity to Learn			
Effective Practice:		Ensure content mastery and graduation			
	HS04	The school provides all students with guidance and supports (academic, financial, etc.) to prepare them for college and career.(4541)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The high school has a 7-12 career coach, Haleigh Glass, that helps provide guidance and support to prepare students for college admissions, scholarships, the ACT test, workforce education and career programs.	Limited Development 10/13/2015		
		Priority Score: 3 Opportunity Score: 2	Index Score: 6		
How it will look when fully met:		When this objective or indicator is fully implemented at Prescott High School, the high school will have data of the school providing all students with guidance and support (academic, financial, job shadowing, etc.) to prepare them for college, workforce and careers.	Objective Met 10/07/16	Haleigh Glass	08/12/2016
Action(s)	Created Date				

1	10/13/15	Prescott High School Counselor and career coach will help arrange college visits and job shadowing based on student interest.	Complete 05/23/2016	Haleigh Glass	05/27/2016
		<i>Notes:</i> Arrange college visits for high school students (mainly Seniors) to college(s) of their choice Arrange job shadowing for high school students (mainly Seniors) to job/career by their interest			
2	10/13/15	Prescott High Career coach will arrange meetings with high school Seniors about FASFA financial information after the beginning of the 2016 year after parents have filed taxes.	Complete 09/30/2016	Haleigh Glass	08/12/2016
		<i>Notes:</i> Arrange FASFA financial help sessions for high school students			
3	10/13/15	Prescott High School Career coach will assist high school students with college scholarships.	Complete 09/30/2016	Haleigh Glass	08/12/2016
		<i>Notes:</i> Work with high school students (mainly Seniors) with scholarship applications to college(s).			
4	10/13/15	Mentor high school students on graduation requirements.	Complete 05/23/2016	Courtney Stone	05/27/2016
		<i>Notes:</i> information on how to apply for scholarships, job interviewing skills, use Kuder to help with career/college.			
5	10/13/15	Prescott High School Counselor, CTE Teachers, school organizations, and community to help with arranging a health-career fair.	Complete 04/23/2016	Linda Benton	05/27/2016
		<i>Notes:</i> Arrange the health and career fair			
7	10/13/15	Prescott High School Career coach will help high school students use Kuder for career/college preparation.	Complete 05/23/2016	Haleigh Glass	05/27/2016
		<i>Notes:</i> Kuder account setup and use of the program with high school students			
Implementation:			10/07/2016		
Evidence		10/7/2016 Reports are given at graduation including scholarships awarded. Other evidence could be acquired by visiting the career counselor.			
Experience		10/7/2016 The high school career counselor routinely assists and meets with students to help with preparation for college, including applications for admission and scholarships.			
Sustainability		10/7/2016 The career counselor will continue efforts to lead to opportunities for higher education.			

