

Comprehensive Plan Report

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

4/23/2015

Westside Middle School NCES - 50402000269

WESTSIDE CONSOLIDATED SCHOOL DISTRICT

School Leadership Indicators (RI)

Key Indicators are shown in RED.

School Leadership and Decision Making

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

Indicator	ID02 - All teams have written statements of purpose and by-laws for their operation.(37) (AllSchools)		
Status	Objective Met 3/25/2015		
Assessment	Level of Development:	Initial: Limited Development 09/25/2014	
		Objective Met - 03/25/2015	
	Index:	3	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	1	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Currently the Leadership Team meets twice a month to review and discuss school needs and improvements. The Instructional Team meets for an 1 hour 30 min. a month for curricular and instructional planning.	
Plan	Assigned to:	Christie Lewis	
	How it will look when fully met:	The Leadership Team will meet twice a month for an 1 hour with the purpose of discussing general operation of the school and its continuous improvement. They will communicate decisions and goals to the middle school staff. All meetings will be displayed on Google calendar with agenda and sign in sheets located in the library. The Instructional Team will meet for an hour and half each month to discuss the development of instructional strategies aligned to the standards based curriculum and to monitor the progress of the students in the grade levels or subject area for which the team is responsible. All meetings will be displayed on Google calendar with agenda and sign in sheets located in the library. The School Community Council will meet twice a month for an hour. They will address the community of the school, focus on the areas of overlapping responsibility among these people, and their allegiance to common educational values. All meetings will be displayed on Google calendar with agenda and sign in sheets located in the library.	
	Target Date:	05/31/2015	
	Tasks:		
		1. Create a calendar for the Leadership Team to meet twice a month	
	Assigned to:	Pam Dooley	
	Added date:	09/25/2014	
	Target Completion Date:	11/30/2014	
	Comments:		

	Comments:	
	Task Completed:	10/22/2014
2. Identify team members for the School Community Council		
	Assigned to:	Pam Dooley
	Added date:	09/25/2014
	Target Completion Date:	03/31/2015
	Comments:	
	Task Completed:	03/25/2015
3. Find parent volunteers to serve on the School Community Council		
	Assigned to:	Pam Dooley
	Added date:	09/25/2014
	Target Completion Date:	05/31/2015
	Comments:	
	Task Completed:	03/25/2015
4. Maintain evidence of each team on Google calendar and keep agenda and sign in sheets in the library		
	Assigned to:	Pam Dooley
	Added date:	09/25/2014
	Target Completion Date:	05/31/2015
	Comments:	
	Task Completed:	03/25/2015
Implement	Percent Task Complete:	
	Objective Met:	3/25/2015
	Experience:	3/25/2015 We have become more organized in the conduction process of our meeting.
	Sustain:	3/25/2015 We will continue to meet on a regular bases and provide sign-in sheets, agendas, and provide minutes.
	Evidence:	3/25/2015 Evidence of this objective can be found in Google Calendar, which list the dates and times for each committee meeting. Sign-in sheets, agendas, and minutes can be found in Google Drive.
Indicator	ID04 - All teams prepare agendas for their meetings.(39)(AllSchools)	
Status	Full Implementation	
Assessment	Level of Development:	Initial: Full Implementation 10/16/2014
	Evidence:	All meetings will be displayed on Google calendar with agenda and sign in sheets located in the library.
Indicator	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)(AllSchools)		
Status	Objective Met 10/23/2014		
Assessment	Level of Development:	Initial: Limited Development 10/16/2014	
		Objective Met - 10/23/2014	
	Index:	9	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	3	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Currently the Leadership Team and Instructional Team meets twice a month to review and discuss school needs and improvements.	
Plan	Assigned to:	Christie Lewis	
	How it will look when fully met:	The Leadership Team will meet twice a month for one hour with the purpose of discussing general operation of the school and its continuous improvement. They will communicate decisions and goals to the middle school staff. All meetings will be displayed on Google calendar with agenda and sign in sheets located in the library.	
	Target Date:	05/31/2015	
	Tasks:		
	1. Create a calendar for the Leadership Team to meet twice a month.		
	Assigned to:	Pam Dooley	
	Added date:	10/16/2014	
	Target Completion Date:	11/30/2014	
	Comments:		
	Task Completed:	10/22/2014	
Implement	Percent Task Complete:		
	Objective Met:	10/23/2014	
	Experience:	10/23/2014 The Building Leadership Team has created a calendar that will allow Building Leadership Team to meet twice a month for an hour each time.	
	Sustain:	10/23/2014 We will continue to meet twice a month.	
	Evidence:	10/23/2014 The evidence will be displayed on Google calendar. There will also be a copy of the agenda and sign in sheet located in the library.	

School Leadership and Decision Making

Focusing the principal's role on building leadership capacity, achieving learning goals, and improving instruction

Indicator IE07 - The principal monitors curriculum and classroom instruction regularly.(58)(AllSchools)

Status

Status	Full Implementation	
Assessment	Level of Development:	Initial: Full Implementation 03/16/2015
	Evidence:	The Westside Middle School principal monitors curriculum and classroom instruction in a variety of ways. She monitors by reviewing lesson plans submitted weekly, attending monthly Instructional Team meetings, and conducting classroom walkthroughs on a weekly basis. She provides updated educational news by suggesting educational articles and videos through email and BloomBoard. She also provides teachers with current data about student engagement through a weekly newsletter.

School Leadership and Decision Making

Aligning classroom observations with evaluation criteria and professional development

Indicator	IF11 - The school provides all staff high quality, ongoing, job-embedded, and differentiated professional development.(3984)(Title I Schoolwide,Title I Targeted)	
Status	Full Implementation	
Assessment	Level of Development:	Initial: Full Implementation 02/13/2015
	Evidence:	The Westside LEA and Westside Middle School provides high quality, ongoing, and differentiated professional development based on state requirements, professional growth plans, and student achievement. Professional development sessions are created to increase educator effectiveness. Each session will be concluded with a teacher survey to determine the quality and effectiveness of the Professional Development session. After surveys are completed, then they will be shared with the District Leadership Team and/or Building Leadership Team to help improve the quality of future Professional Development sessions.

School Leadership and Decision Making

Expanded time for student learning and teacher collaboration

Indicator	IG01 - The school monitors progress of the extended learning time programs and strategies being implemented, and uses data to inform modifications.(3981)(Title I Schoolwide)	
Status	Full Implementation	
Assessment	Level of Development:	Initial: Full Implementation 11/24/2014
	Evidence:	Westside Middle School has developed block scheduling in 5th & 6th grade, to engage students in learning for a longer period of time. Block scheduling is monitored through MAPS testing, Pre and Post unit and yearly test, and the TenMark program. Teachers evaluate the data continuously during PLC and grade level meetings. Seventh grade students who struggle in general education classes are offered a Learning Skills class, which provides them with double dosing of core subjects. General education teachers along with the Dean of Students monitor the effectiveness of this program through unit test scores and monthly grade averages. An extended school year is offered to Special Education students after they have taken a regression test. This test evaluates how much information a student has retained over a break. A committee evaluates the results with the parent present to determine if the student needs to participate in the Extended School Year Program. The program is evaluated with weekly assessments and how well the student is achieving their IEP goals.

School Leadership and Decision Making

Ensuring High Quality Staff - Recruitment, Evaluation, and Retention

Indicator	IH01 - The LEA has a plan and process in place to recruit and retain highly-qualified teachers to support the transformation.(3982)(Title I Schoolwide)	
Status	Full Implementation	
Assessment	Level of Development:	Initial: Full Implementation 02/26/2015
	Evidence:	Westside Middle School uses a variety of methods to recruit effective educators. These methods include posting job openings on our online website, advertising on other online venues (e.g. Teacher Ed), advertising through newspapers, and contacting Arkansas State University to get names of highly qualified candidates to pursue. These posting provide information on the standards required for each job. A team of educators carry-out the interview process by outlining the job requirements and expectations of the school district. They also, ask pre-selected questions that provide informative information about the candidate's ability to be a highly effective teacher. Candidates are selected by their area of licensure or demonstration of their ability to effectively teach in the content area. Our recruiting techniques are evaluated by reviewing teacher turnaround and student achievement.

Curriculum, Assessment, and Instructional Planning

Assessing student learning frequently with standards-based assessments

Indicator	IID11 - Instructional Teams review the results of unit pre-/post-tests to make decisions about the curriculum and instructional plans and to "red flag" students in need of intervention (both students in need of tutoring or extra help and students needing enhanced learning opportunities because of their early mastery of objectives).(109)(Title I Schoolwide)	
Status	Full Implementation	
Assessment	Level of Development:	Initial: Full Implementation 02/26/2015
	Evidence:	Teachers meet as Instructional Teams twice a month to develop units of instruction; create formative assessments including pre/post test, and monitor students progress. Each team gathers data from the assessments to monitor student's progress by alerting them to students who need extra help or enhanced assignments. Sign-in sheets and agendas for team meetings can be located on Google Drive and in the Westside Middle School library.

Classroom Instruction

Expecting and monitoring sound instruction in a variety of modes

Indicator	IIIA01 - All teachers are guided by a document that aligns standards, curriculum, instruction, and assessment.(110)(AllSchools)		
Status	Tasks completed: 0 of 3 (0%)		
Assessment	Level of Development:	Initial: Limited Development 02/13/2015	
	Index:	9	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	3	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	At this time the majority of teachers have created a curriculum map for the 2015-2016 school year. During the summer break teachers who have new frameworks for the 2015-2016 school year will develop a new curriculum map.	
Plan	Assigned to:	Christie Lewis	
	How it will look when fully met:	All teachers will have a curriculum map that align the curriculum to standards and assessments. These curriculum maps will be revised each year to reflect any adjustments needed to the curriculum. Patrons and teachers will be able to view each curriculum map on the district website or in the middle school office.	
	Target Date:	08/10/2015	
	Tasks:		
	1. All teachers have created a curriculum map.		
	Assigned to:	Christie Lewis	
	Added date:	02/13/2015	
	Target Completion Date:	08/10/2015	
	Comments:	Mrs. Dooley will share the Google Folder with Christie Lewis that contains the Curriculum Maps.	
	2. When the maps are completed, they will be shared with Mrs. Tash.		
	Assigned to:	Christie Lewis	
	Added date:	02/13/2015	
	Target Completion Date:	08/10/2015	
	Comments:		
	3. Make sure copies are available in the office for patrons and teachers.		
	Assigned to:	Misty Holder	
	Added date:	02/13/2015	
	Target Completion Date:	08/10/2015	
	Comments:		
Implement	Percent Task Complete:	Tasks completed: 0 of 3 (0%)	
Indicator	IIIA35 - Students are engaged and on task.(144)(AllSchools)		
Status	Full Implementation		
Assessment	Level of Development:	Initial: Full Implementation 03/13/2015	
	Evidence:	Teachers in each classroom monitor student's behavior to make sure	

