

Comprehensive School Improvement Plan

HCPS 2017-20

SCHOOL IMPROVEMENT PLAN					
School Name: Holman Middle School			District Name: Henrico County Public Schools		
Principal Name: Dr. Brian Fellows			3 Year Cycle: 2017-20		
ACCOUNTABILITY STATUS					
<p style="text-align: center;">STATE</p> <p style="text-align: center;"><input checked="" type="checkbox"/> Fully Accredited <input type="checkbox"/></p> <p>Partially Accredited <input type="checkbox"/> (Benchmark, Approaching, Improving, Reconstituted) Accreditation Denied <input type="checkbox"/> (MOU and Monthly School Board Updates)</p> <p><i>Check each box below where your school did not meet the state accreditation target.</i></p>			<p style="text-align: center;">FEDERAL</p> <p style="text-align: center;"><i>Check the box that best describes your federal accountability status.</i></p>		
Language Arts <input checked="" type="checkbox"/> Science <input checked="" type="checkbox"/>			This school is not a Focus or Priority School <input type="checkbox"/>		
Mathematics <input checked="" type="checkbox"/> Social Studies <input checked="" type="checkbox"/>			Focus School <input type="checkbox"/>		
Priority School <input type="checkbox"/>			Priority School <input type="checkbox"/>		
DOE Annual Review <input type="checkbox"/> DOE Three Year Review <input type="checkbox"/> (3 years of consecutive Full Accreditation will put your school on a three year review cycle.)			Title I Program <input type="checkbox"/> Non-Title I Program <input type="checkbox"/>		
Total Minutes of Daily Instruction in Core Academic Areas: Students in grades K-12 receive 6 hours (360 min.) of daily instruction in core academice areas. In secondary schools the amount of time varies for some students as they receive more specialized instruction to meet individual requirements for graduation and/or career readiness.			Funding Support: Through a combination of federal, state, local, and private funding sources, each HCPS school will provide support materials, resources, professional development, highly qualified staffing, and programmatic support structures to fully implement this plan. A more detailed description of funding utilization is attached.		
Principal's Signature:				Date:	
Director's Signature:				Date:	
Superintendent's Signature:				Date:	

Note: Double clicking on the gray squares brings up the option to check the squares.

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Sample S.M.A.R.T Goals

SMART Goal: Increase the percentage of students scoring a minimum of proficient on the English 11 End of Course Test from 34% to 44% by the end of spring 2020 through consistent implementation of content enhancement routines.

SMART Goal: Increase the percentage of students meeting or exceeding their projected growth on NWEA MAPS by 24% on the 7th grade mathematics NWEA MAPS test by Spring 2020 with annual increases averaging 8%.

Sample S.M.A.R.T Goal with Action Steps (Specific, Measurable, Attainable, Relevant, Time-bound)

Area of Focus: Academic Progress Relationship Closing Gaps Safety

SMART Goal: Ensure a 8% increase in the percentage of students who meet or exceed their growth targets on the 7th grade NWEA-MAPS mathematics test from the Fall 2017 to Spring 2018 administration through individual student goal setting.

Action Steps	Timeline	Resources Requested	Person(s) Responsible	Professional Dev	Evidence/Artifacts of Implementation
1. The 7 th grade math teachers will meet with division math specialist to complete a root cause analysis of strand weaknesses across the grade level.	By: 10/15/17	Skip Tyler	Assist Princ in charge of Math Dept.		Analysis
2. Design staff development to assist teachers with planning new activities to improve student performance for the weakest SOL strands.	By 11/1/17	Michele Giglio	Supervising Admin of Math Dept.	Turnkey PD on top 3 most frequently weak strands. Max 2 hours.	Agenda/Presentation
3. Each student will receive a copy of their NWEA report and choose 3 items from the 25% or less mastery column to master this school year and contract with the teacher.	By 11/1/17		7 th grade chair		Student Contracts
4. Teachers will sign contracts committing to student reaching their goal and return copy to student.	11/5/17	None	Teacher		Signed contract
5. Teachers will conference with students quarterly to monitor joint progress towards mastery of the 3 targeted skills.	Quarterly	None	Teacher		

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Goal 1

Area of Focus: Academic Progress Relationship Closing Gaps Safety

SMART Goal: Increase the performance of students with disabilities by 3% -5% each year on the Reading and Math SOL's.

	16-17	17-18	18-19	19-20
Reading	54%	57%-59%	60%-64%	63%-69%
Math	50%	53%-55%	56%-60%	59%-65%

Action Steps	Timeline	Resources Requested	Person(s) Responsible	Professional Development	Evidence/Artifacts of Implementation
Data Analysis of SPED MA and LA scores (break down by teacher and strand)	Yearly through 2020	None	Admin and Ex Ed Dept. Chair	None	Excel spreadsheets developed showing data
Develop a school wide remediation plan and calendar to address identified academic weaknesses in LA and MA using the PRIDE Time period.	Yearly through 2020	None	Admin, CAR and Ex Ed Dept. Chair	None	Remediation plan and lessons
Parental contacts made to support and assist in the remediation tutoring program	Ongoing through 2020	None	All Staff	None	Call logs
Utilize and monitor remediation data from IXL and LL! Software for all SWD's	Ongoing through 2020	None	Admin and Ex Ed Teachers	None	Data reports
Identify students for remediation based on previous year's performance and/or current year's performance	Ongoing through 2020	None	Admin, CAR, Teachers	None	Data reports
All departments will analyze student achievement data (common assessments) by teacher within common planning on a monthly basis.	Ongoing through 2020	None	Admin and Teachers	None	Data reports
Develop Walkthrough Observation Tool to collect data on instructional strategies observed to enhance SPED student achievement (remediation, co-teaching practices, differentiation, group work, SPED data analysis)	September, 2017	None	Admin and ITRT	None	Walkthrough observation data

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Walkthrough Observation data shared monthly to faculty	Ongoing through 2020	None	Admin and ITRT	None	Observation data and faculty meeting agendas
Weekly Planning meetings with MA and LA teachers to examine student data and instructional strategies being used SPED students.	Ongoing through 2020	None	Admin and Teachers	None	Meeting agendas
Child Savers Trauma Training for all faculty	Spring 2018	JOHN RICHARDSON-LAUVE, LCSW from Child Savers	Admin	None	Meeting agenda/presentation

QUARTERLY CHECKPOINTS

1st Quarter Narrative (November):

2nd Quarter Narrative (February):

3rd Quarter Narrative (April):

EOY Review (August):

Goal 2

Area of Focus: Academic Progress Relationship Closing Gaps Safety

SMART Goal:

Increase the SOL/EOC Pass Advanced rates by 2% annually for Reading, Math and Science tests.

	15/16	16/17	17/18	18/19	19/20
Reading	27%	27%	29%	31%	34%
Math	15%	24%	26%	28%	30%

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Science	19%	21%	23%	25%	27%
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Action Steps	Timeline	Resources Requested	Person(s) Responsible	Professional Development	Evidence/Artifacts of Implementation
Develop a Walkthrough Observation Tool designed to collect data on activities observed which deepen student learning.	September, 2017	None	Admin and ITRT	None	Walkthrough observation data
Analyze and share Observation Data monthly to faculty.	Ongoing through 2020	None	Principal	None	Observation data and faculty meeting agendas
Develop an Innovation Committee that is focused on deeper learning.	Fall, 2017	None	Principal	None	Committee Meeting Agendas
STEAM Coordinator will present to the faculty in the 17/18 school year and the Innovation Committee will present monthly at faculty meetings to share what they are doing.	Ongoing through 2020	Rachel Toy - STEAM Coordinator	Principal, Innovation Committee	None	Faculty Meeting Agendas and Presentations

QUARTERLY CHECKPOINTS

1 st Quarter Narrative (November):

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3 rd Quarter Narrative (April):
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EOY Review (August):

Goal 3

Area of Focus: Academic Progress Relationship Closing Gaps Safety

SMART Goal:

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Increase the number of A's received by 5% annually (student survey - question #51 – grade your school) from 49.7% and decrease the unfavorable responses by 2% from 7% (parent survey - question #33 – school meets the needs of all its' students) in the administration of the Student/Parent Climate & Culture Survey.

	#51 (Student Survey Score)	#33 (Parent Survey Score)
2016	49.7%	7%
2018	54.7%	5%
2020	59.7%	3%

Action Steps	Timeline	Resources Requested	Person(s) Responsible	Professional Development	Evidence/Artifacts of Implementation
Utilize name tags with parent and child names at major events held at Holman	Ongoing thru June 2020	None	Admin	None	Data collection/Attendance records
Classroom Counseling Lessons on diversity and acceptance of others	Ongoing thru June 2020	None	School Counseling Team	None	Lesson Plans
LEAD Book Study for Leadership Team	2017-2018 School Year	None	Principal	None	Agenda notes from Leadership Meetings
Students and Parents assigned to HTSS and School Safety committees	Ongoing thru June 2020	None	Safety and HTSS Committees	None	Data collection/Attendance records
“We Want to Hear From You” Exceptional Education Parent Dinner	Every April through 2020	None	Ex Ed Dept. Chair, School Counselors, Admin	None	Attendance Records
Principals Coffees	Quarterly	None	Principal	None	Attendance Records
Provide PBIS PD for teachers	Ongoing thru June 2020	None	PBIS/HTSS Committee	None	Faculty meeting Agendas

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PRIDE Committee will write school wide PRIDE Time lessons focused on Core Values education, Mindfulness, organization, etc...	Ongoing thru June 2020	None	Assistant Principal and PRIDE Committee	None	Lesson Plans
Core Values and All A Assemblies will be held quarterly to honor these students	Ongoing thru June 2020	None	Administrative Aides	None	Assembly Invites
PBIS Tier 1 and 2 implementation	Ongoing thru June 2020	None	PBIS Committee	None	Pawsitively Awesome Emails, CICO data
Walkthrough data collection on student-centered activities which promote student engagement	Ongoing thru June 2020	None	Administration	None	Walkthrough data
Child Savers Trauma Training for all faculty	Spring 2018	JOHN RICHARDSON-LAUVE, LCSW from Child Savers	Admin	None	Meeting agenda/presentation

QUARTERLY CHECKPOINTS

1st Quarter Narrative (November):

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EOY Review (August):

Goal 4

Area of Focus: Academic Progress Relationship Closing Gaps Safety

SMART Goal:

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Action Steps	Timeline	Resources Requested	Person(s) Responsible	Professional Development	Evidence/Artifacts of Implementation

QUARTERLY CHECKPOINTS

1st Quarter Narrative (November):

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3rd Quarter Narrative (April):

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Funding

Please describe how funding resources are being used to support this plan.

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HCPS General Fund	
Title 1	
School Improvement	
Other funding sources	