

Manchester Elementary School 2014- 2016 SIP

Manchester Elementary School
Cumberland County School System

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Overview

Plan Name

Manchester Elementary School 2014-2016 SIP

Plan Description

Goals Summary

The following is a summary of the goals encompassed in this plan. The details for each goal are available in the next section.

#	Goal Name	Goal Details	Goal Type	Total Funding
1	2014-2016 To create a safe and caring climate that enhances learning.	Objectives: 1 Strategies: 2 Activities: 2	Organizational	\$3708
2	2014-2016 To expect academic growth by all children.	Objectives: 2 Strategies: 2 Activities: 2	Academic	\$0

Goal 1: 2014-2016 To create a safe and caring climate that enhances learning.

Measurable Objective 1:

collaborate to provide parents information about curriculum, testing, and involvement opportunities to increase student achievement by 06/10/2016 as measured by increasing parent education nights at Manchester Elementary School.

Strategy 1:

Parent Education Nights - Faculty will offer Parent Education Nights to assist parents with the curriculum, assessment results, resources and any other services that may benefit the child's achievement and growth for the school year.

Activity - Parent Education Nights	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Parent Education Nights will be scheduled for parents and students to take part in training regarding curriculum, instructional strategies, and learning technology. Parents/guardians will be taught strategies to support student learning at home. Students will be engaged in learning activities to boost academic achievement. Topics to be covered during Parent Education Nights will include: TI-15 calculator, science vocabulary, mathematics problem solving, test-taking strategies, and reading success. School will purchase refreshments and/or supplies for parent events.	Parent Involvement	09/18/2014	03/19/2015	\$3000	Title I Schoolwide	Teachers, Support Staff, and Administration

Strategy 2:

Character Education Development - Throughout the school year, the guidance counselor along with the classroom and resource teachers will provide lessons that address Character Education development.

Activity - Positive Peer Relations	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Students will be provided lessons that focus on positive peer relations as well as Character Education. School will purchase Love Your People package to provide staff professional development.	Behavioral Support Program	08/18/2014	06/10/2015	\$708	Title I Schoolwide	Guidance Counselor, Classroom Teachers, Instructional Coach, Support Staff, and Administration

Goal 2: 2014-2016 To expect academic growth by all children.

Measurable Objective 1:

A 15% increase of All Students will demonstrate a proficiency and growth on grade level standards in Mathematics and in English Language Arts by 06/10/2015 as measured by the EOG and other assessments.

(shared) Strategy 1:

Growth Testing - Weekly SchoolNet assessments will be administered to measure standard specific growth in content areas. Teachers and administration will monitor data and analyze for instructional adjustments.

Activity - Weekly Growth Tests	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Weekly SchoolNet assessments will be administered to measure standard specific growth in content areas. Teachers and administration will monitor data and analyze for data and instructional adjustments.	Academic Support Program	09/01/2014	05/25/2015	\$0	No Funding Required	Administration teachers and Instructional Coach

Strategy 2:

Small Group Instruction - Formative and summative assessment data will be analyzed for the purpose of creating small instruction groups which are differentiated and based on specific student needs.

Activity - Guided Math and Reading Small Groups	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
During collaborative/vertical planning teachers along with instructional coach, administration, and support personnel will examine best instructional practices for math and reading in relation to student data. The strategies reviewed will be implemented within math and reading small groups that focus on individual student needs.	Direct Instruction	08/26/2014	06/10/2015	\$0	No Funding Required	Teachers, Tutors, Instructional Coach, and Administration

Measurable Objective 2:

65% of All Students will demonstrate a proficiency and growth on grade level standards in Science by 06/10/2015 as measured by the EOG as well as other formative and summative assessments.

(shared) Strategy 1:

Growth Testing - Weekly SchoolNet assessments will be administered to measure standard specific growth in content areas. Teachers and administration will monitor data and analyze for instructional adjustments.

Activity - Weekly Growth Tests	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
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Manchester Elementary School

Weekly SchoolNet assessments will be administered to measure standard specific growth in content areas. Teachers and administration will monitor data and analyze for data and instructional adjustments.	Academic Support Program	09/01/2014	05/25/2015	\$0	No Funding Required	Administration teachers and Instructional Coach
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Activity Summary by Funding Source

Below is a breakdown of your activities by funding source

Title I Schoolwide

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Positive Peer Relations	Students will be provided lessons that focus on positive peer relations as well as Character Education. School will purchase Love Your People package to provide staff professional development.	Behavioral Support Program	08/18/2014	06/10/2015	\$708	Guidance Counselor, Classroom Teachers, Instructional Coach, Support Staff, and Administration
Parent Education Nights	Parent Education Nights will be scheduled for parents and students to take part in training regarding curriculum, instructional strategies, and learning technology. Parents/guardians will be taught strategies to support student learning at home. Students will be engaged in learning activities to boost academic achievement. Topics to be covered during Parent Education Nights will include: TI-15 calculator, science vocabulary, mathematics problem solving, test-taking strategies, and reading success. School will purchase refreshments and/or supplies for parent events.	Parent Involvement	09/18/2014	03/19/2015	\$3000	Teachers, Support Staff, and Administration
Total					\$3708	

No Funding Required

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Guided Math and Reading Small Groups	During collaborative/vertical planning teachers along with instructional coach, administration, and support personnel will examine best instructional practices for math and reading in relation to student data. The strategies reviewed will be implemented within math and reading small groups that focus on individual student needs.	Direct Instruction	08/26/2014	06/10/2015	\$0	Teachers, Tutors, Instructional Coach, and Administration
Weekly Growth Tests	Weekly SchoolNet assessments will be administered to measure standard specific growth in content areas. Teachers and administration will monitor data and analyze for data and instructional adjustments.	Academic Support Program	09/01/2014	05/25/2015	\$0	Administration teachers and Instructional Coach
Total					\$0	

**LEA or Charter
Name/Number:**

Cumberland County Schools - 260

School Name:

Manchester Elementary School

School Number:

402

Plan Year(s):

2014-2016

Voting: All staff must have the opportunity to vote anonymously on the School Improvement Plan.

For

32

Against

0

Percentage For

100%

Date approved by Vote:

8/18/2014

School Improvement Team Membership

From GS §115C-105.27: "The principal of each school, representatives of the assistant principals, instructional personnel, instructional support personnel, and teacher assistants assigned to the school building, and parents of children enrolled in the school shall constitute a school improvement team to develop a school improvement plan to improve student performance. Representatives of the assistant principals, instructional personnel, instructional support personnel, and teacher assistants shall be elected by their respective groups by secret ballot....Parents serving on school improvement teams shall reflect the racial and socioeconomic composition of the students enrolled in that school and shall not be members of the building-level staff."

Committee Position*	Name	Year elected
Principal	Patsy Ray	2014
Assistant Principal Representative	Simone Denniosn	2011
Teacher Representative	Dana Johnson	2013
Inst. Support Representative	Sharron Brown	2013
Teacher Assistant Representative	Stephanie Brown	2013
Parent Representative	Natasha Tubbs	2014
Additional Representative	Norma Dupe	2011
Additional Representative	Carla Smith	2013
Additional Representative	Jennifer Charette	2014
Additional Representative	Nakia Swedenburg	2013
Additional Representative	Kathy Bowen	2012
Additional Representative	Shanelle Chalmers	2013
Additional Representative	Rebecca McLean	2013

**School-Based Management and Accountability Program
Summary of School-based Waiver Requests
Program Years: 2014-2016**

Instructions: Listed below is the waiver that only **Elementary Schools** have the option to request. Complete all cells that have a red border.

LEA or Charter School Name/Number:

Cumberland County Schools -
260

School Name:

Manchester

Waivers

General Statute §115C-105.26 permits local boards of education to request waivers of state laws, rules, or policies as part of a school improvement plan. Waiver requests shall be submitted to the State Board of Education (G.S. §115C-105.26 (a)).

Waiver requests shall:

- Identify the school making the request;
- Identify the state laws, rules, or policies that inhibit the school's ability to improve student performance;
- Outline circumstances under which the waiver may be used; and
- Explain how the requested waiver will permit the school to improve student performance.

Allowable Waivers and Conditions

General Statute §115C-105.26 (a) mandates that the SBE shall grant waivers only for the specific schools for which they are requested and shall be used only under the specific circumstances for which they are requested. Further sections of G.S. §115C-105.26 specify that when requested as part of a school improvement plan, the State Board of Education may grant waivers of state laws pertaining to class size.

DPI allowable waiver (Elementary Schools only)

1. Does your school request the following DPI waiver? (Select Yes or No from the drop-down list in red cell below)

Allocation of Teachers: Class size - Flexibility

Yes

2. Identify the law, regulation, or policy from which exemption is requested.

G.S. 115C-301, (C) Class Size

3. State how the waiver will be used.

To increase class sizes if needed

4. State how this waiver helps achieve the specific performance goals identified in the School Improvement Plan.

Students will be placed in larger classes if needed due to personnel cuts

Remediation Plan

Instructions: Complete each cell highlighted in red. Refer to the SAMPLE Remediation Plan located on the next tab for examples. **(Note: To return to the next line within a cell, press and hold down the ALT key then press the Enter key.)**

School: Manchester Elementary

Year: 2014-2016

Description of the Plan

Purpose:	The purpose of this plan is to provide supplemental instruction to at-risk students to ensure mastery of course objectives and/or specific graduation requirements.
Delivery:	The delivery of instruction will take place during and after school. Instruction will be delivered through small group and one-on-one instruction from certified remediation teachers and tutors in reading, math, and science. The first session of after school remediation will begin October 28, 2014 and end on December 11, 2014. The second session will begin on February 10, 2015 and end on March 26, 2015. Students in grades 3 - 5 will be served. Additional support will be given during the school day to all at-risk students in the areas of reading and math in push-in and pull-out format. Four certified retired teachers will provide instruction.
Students Served:	Students in grades 3 - 5 will be served

Budget Amount

AMOUNT

Total Allocation:

\$38,709.85

Budget Breakdown

AMOUNT

Personnel:

15 licensed teachers and one certified tutor to support math and literacy instruction in grades 3 - 5.	\$27,192.25
15 licensed teachers at \$25.00/hr for 24 - 30 weeks	
1 certified tutor 12 - 15 hours per week at \$25.00/hr.	

1 bus driver at \$11.00/hr for 48 hours



Materials & Supplies:	Common Core Alligned EOG Prep Materials: NC Ready Reading and Math; Workout Reading and Math; and Coach for Science	\$11,100.00



Transportation:	1 bus for afterschool tutoring 10 miles at \$1.74/mile for 24 -30 sessions	\$417.60



Grand Total:	\$38,709.85
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Monitoring & Evaluating Tools: *Indicate Yes or No by selecting Y or N from drop-down*

Y	PEP
Y	Student Activity Log
Y	Other (If yes, specify in the box below):
	Progress Reports, Report Cards, SchoolNet/Benchmark Data, Study Island Reports, Reading 3-D Data, and MyTrak Data.

Title II Plan

Instructions: Complete each cell highlighted in red. Refer to the SAMPLE Remediation Plan located on the next tab for examples. **(Note: To return to the next line within a cell, press and hold down the ALT key then press the Enter key.)**

School: Manchester Elementary
 Year: 2014-2015

Description of the Plan

Purpose:	The purpose of this plan is to provide a detailed description of staff development expenditures.
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Budget Amount

Total Allocation:	<u>AMOUNT</u> \$2,196.00
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Budget Breakdown

Briefly describe the title of and purpose for the staff development:

Staff Development
1

Grade Level Collaboration/Data Disaggregation- Teachers will meet in grade level teams to review summative and formative data from SRI/SchoolNet Progress Assessment. Teachers will determine strengths, areas of need, and develop strategies to address specific grade level needs. Teachers share ideas and examine research based instructional strategies.

	<u>Description</u>	<u>AMOUNT</u>
Personnel:	Subs for classroom teachers 21 classroom teachers at \$75 a day; subs for 8 classroom teachers at \$75	\$2,196.00
Training materials:		
Registration/Fees:		
<u>Travel:</u>		
Mileage/Airfare:		
Lodging/Meals:		
Consulting Services:		
Follow up activities		
	Total for staff development 1: This cell will automatically total for you	\$2,196.00



District Wide Components

Duty Free Lunch	Please indicate if your School Improvement Team voted for your teachers to have a duty free lunch by indicating yes (Y) or no (N) in the box to the right.	Y
Duty free planning time	Please describe approximately how much planning time your teachers have during a week: Our teachers have approximately 200 minutes of planning time each week.	
PBIS school	Please indicate if your school is currently a PBIS school by indicating yes (Y) or no (N) in the box to the right.	Y
PBIS rating from previous year	Please indicate your most recent PBIS assessment rating (Green Ribbon, Model, or Exemplar) if applicable in the box to the right:	Green Ribbon
Parental Involvement	Please describe your parental involvement plan briefly (ie dates or frequency of parent events, P/T conferences, PTA conferences, PTA meetings, etc.): August 21 - Open House September 18 - PTA/Curriculum Night October 23 - Reading Parent Learning Night November 7 - Awards Program November 10, 12, 13 - Parent Teacher Conferences December 11 - PTA/ Winter Program January 30 - Awards Program February 5 - Math/Science Parent Night March 19 - EOG/ Parent Learning Night April 14 - 16 - Parent Teacher Conferences April 17 - Awards Program	

Safe and Orderly schools	<p>The Cumberland County School System (CCS) has a commitment to excellence in providing a safe and healthy workplace. Safety of employees and students must be given first priority in every activity. To that end, all our employees have access to our district Safety Manual and Crisis Management Handbook on the CCS intranet. The Safety Manual is provided to help schools insure their day to day practices are in line with best safety practices, prepare for events that can be better managed with a safety plan, and outline protocols for handling potentially hazardous materials in our schools. Although a crisis is an event that is extraordinary and cannot be predicted, the Crisis Management Handbook was prepared to provide the principal and the local crisis team a quick reference guide of procedures to follow when a crisis occurs that affects the school.</p>
Review of the SIP plan and notification of changes	<p>As a part of our continuous improvement process, all schools create 2 year School Improvement plans. At the end of the first year of the plan and once test scores are received, the School Improvement Team will review both academic and organizational goals and make changes as needed. The superintendent's designee will be informed when the plan has been changed.</p>