

**LEA or Charter Name/Number:** Cumberland County Schools - 260  
**School Name:** Manchester Elementary School  
**School Number:** 402  
**Plan Year(s):** 2016-2018  
**Voting:** All staff must have the opportunity to vote anonymously on the School Improvement Plan.  
**# For** 27  
**# Against** 0  
**Percentage For** 100%  
**Date approved by Vote:** Sep. 23, 2016

### 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	Kailey Hill	2014
Assistant Principal Representative	Simone Dennison	2011
Teacher Representative	Sherrell Davis	2016
Inst. Support Representative	Kaysi Johnson	2013
Teacher Assistant Representative	Cathleen Johnson-Moore	2016
Parent Representative	Betty Sanford	2016
Additional Representative	Na'Kia Gilmore	2016
Additional Representative	Nickae Campbell	2013
Additional Representative	Shelly-Anne Casimir-Robert	2016
Additional Representative	Kayla Schlick	2016
Additional Representative	Norma Dupe	2016
Additional Representative	Christine Ferguson	2016
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\* Add to list as needed. Each group may have more than one representative.

# 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 School  
Year: 2016-2018

## Description of the Plan

<p>Describe the data utilized in the development of the plan (Reading 3D, EOG, EOC, ACT, AP, SAT, EVAAS). Identify target areas for improvement. (i.e. 40% of first grade students were non-proficient on TRC, 5th grade ELA showed a drop of 10 points, EVAAS shows 43 students projected to achieve at a level 2 in Math I)</p>	<p>For the comparison of SY 15-16 to SY 15-16, proficiency rates fell for third grade reading (-11.8 pts), 3rd grade math (-20.6 pts) as well as 5th grade math (-13.8 pts) although the cohort increased their 5th grade math composite by + 1.8 points. Even though 2nd grade increased +31 points and 3rd grade increased +19 points in proficiency for Reading 3D at the end of the 2015-2016 school year, kindergarten still had 59% of their students below proficient. First grade had 61% of their students below proficient. Second grade had 62% of their students below proficient and third grade had 65% of their students below proficient.</p>
<p>Delivery:</p>	<p>Two after school tutoring session will be scheduled for K-2 and two sessions will be scheduled for 3rd - 5th. The after school tutoring sessions will provide additional student centered small group instruction in specific reading and math skills in order to close gaps in student learning. These tutoring sessions are in addition to remediation reserved in the master schedule.</p>

Students Served:	K-2 tutoring will target intensive and strategic students in Reading 3D TRC and iReady. Tutoring for 3rd-5th will be based on the standard with the greatest number of struggling students in math and reading. SchoolNet and iReady assessments will determine which students are invited to tutoring. All students in kindergarten through fifth grade will use iReady Math. All 4th and 5th grade students will use iReady Reading. Teacher student ratio will be 1 teacher to 6 students.
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**Budget Amount**

**AMOUNT**

Total Allocation:

\$35,164.00

**Budget Breakdown**

**AMOUNT**

Personnel:

10 Tutors for 36 hours (four 3-week session with 3 hours per week) at \$30.75	\$11,067.30
10 Tutors for 4 hours at \$30.75 for EOG retakes in 4th and 5th grade. (remediation)	\$1,229.70
Curriculum & Associate's Ready North Carolina Reading (4th & 5th) and Math (K-5) with Teacher Toolbox	\$11,018.07

Instructional resources which provide <u>direct</u> <u>support</u> to students	Coach NC Science Gold Edition	<b>\$1,000.00</b>
	iReady Math (K-5th) and iReady Reading (4th-5th)	\$10,848.93
Miscellaneous	Snacks	
		<b>AMOUNT</b>
Transportation:		
<b>Grand Total:</b>		<b>\$35,164.00</b>

# 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: 2016-2018

## Description of the Plan

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

## Budget Amount

### AMOUNT

Total Allocation: \$2,624.00

## Budget Breakdown

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

### Staff Development 1

Provide 10 teachers with substitutes for 1/2 day to observe master teachers as a part of the coaching cycle. Teachers will be selected based on need. Priority will go to teachers who are new to the profession or new to CCS.

### Description

### AMOUNT

Personnel:

Ten teachers

Training materials:		
Registration/Fees:	\$45 per substitute	\$450.00
<u>Travel:</u>		
Mileage/Airfare:		
Lodging/Meals:		
Consulting Services:		
Follow up activities	Instructional coach will meet with teachers to discuss their reflection. She will then observe how the teachers have implemented one or more instructional strategies of the master teacher.	
	Total for staff development 1: This cell will automatically total for you	\$450.00

**Budget Breakdown**

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

**Staff Development 2**

**Collaborative Conference on Student Achievement in Greensboro, NC on March 20 - March 22, 2017. Teachers will be responsible for presented what they learned at the following staff meeting.**

**Description**

**AMOUNT**

Personnel:	Two teachers	
Training materials:		
Registration/Fees:		\$250.00
<u>Travel:</u>		
Mileage/Airfare:		\$50.00
Lodging/Meals:	Four Seasons Sheraton	\$300.00
Consulting Services:		
Follow up activities	Presentation to staff	\$0.00
	Total for staff development 2: This cell will automatically total for you	\$600.00

Grand Total: |

Staff Development 3

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

**New teacher training for teachers who are new to the profession or new to CCS will come to a Saturday training for extra support in creating lesson plans, administering and analyzing required assessments, and classroom management with veteran/master teachers.**

Personnel:

<u>Description</u>	<u>AMOUNT</u>
12 teachers and 3 veteran staff	



Training materials:	CCS C&I resources, anchor charts, post-its notes, copies	\$74.00
Registration/Fees:	\$100 stipend for Saturday Training	\$1,500.00
<u>Travel:</u>		
Mileage/Airfare:		
Lodging/Meals:		
Consulting Services:		
Follow up activities	Grade level planning : Discuss progress in implementing of what was learned at Saturday training 2 weeks later	
	Total for staff development 3: This cell will automatically total for you	\$1,574.00

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

Staff Development 4

Description

AMOUNT

Personnel:		
Training materials:		
Registration/Fees:		
<u>Travel:</u>		
Mileage/Airfare:		
Lodging/Meals:		
Consulting Services:		
Follow up activities		
	Total for staff development 4: This cell will automatically total for you	\$0.00

\$2,624.00
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This cell will automatically total for you

## 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	<b>Please describe approximately how much planning time your teachers have during a week:</b> 80 minutes	
PBIS school	<b>Please indicate if your school is currently a PBIS school by indicating yes (Y) or no (N) in the box to the right.</b>	Y
PBIS rating from previous year	<b>Please indicate your most recent PBIS assessment rating (Green Ribbon, Model, or Exemplar) if applicable in the box to the right:</b>	Model
Parental Involvement	<b>Please describe your parental involvement plan briefly (i.e. dates or frequency of parent events, P/T conferences, PTA meetings, etc.):</b> Monthly Parent Advisory Board meetings, alternating months for Parent Education Nights and Community/Morale Events, Three Parent Teacher Conference weeks scheduled.	

Safe and Orderly schools	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.
Review of the SIP plan and notification of changes	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.