

<b>LEA or Charter Name/Number:</b>	Cumberland County Schools - 260								
<b>School Name:</b>	Manchester								
<b>School Number:</b>	402								
<b>Plan Year(s):</b>	2016-2018								
<b>Voting:</b> All staff must have the opportunity to vote anonymously on the School Improvement Plan.									
<b># For</b>	24								
<b># Against</b>	0								
<b>Percentage For</b>	100%								
<b>Date approved by Vote:</b>	8/25/2017								

### 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	2017
Assistant Principal Representative	Simone Dennison	2017
Teacher Representative	Kayla Schlick	2017
Inst. Support Representative	Gabriela Ostendorf	2017
Teacher Assistant Representative	Brittany Collins	2017
Parent Representative	Sarah Ann Rupe	2017
Additional Representative	Heather DeSorbo	2017
Additional Representative	Yaneek Minott	2017
Additional Representative	Toni Riddick	2017
Additional Representative	LaShonda Underwood	2017
Additional Representative	Norma Dupe	2017
Additional Representative	Cecile Jeffries-Bowen	2017
Additional Representative	Carlin Tuton	2017
Additional Representative		
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\* Add to list as needed. Each group may have more than one representative.

# 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 School
Year:	2016-2018

## Description of the Plan

Purpose:	The purpose of this plan is to provide a detailed description of staff development expenditures.
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<b>Budget Amount</b>	<b><u>AMOUNT</u></b>
Total Allocation:	\$2,624.00

<b>Budget Breakdown</b>	<b>Briefly describe the title of and purpose for the staff development:</b>
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<b>Staff Development 1</b>	Teachers will participate in a 4-hour planning session with their grade level and the instructional leadership team from 8 a.m. to 12 p.m. to plan the instruction for August 28th through September 1st. (8/14: K & 1st; 8/15: 2nd & 3rd, 8/16: 4th & 5th). Our instructional coaches and several teachers are new to Manchester. Many of the new teachers are first year lateral entry.
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	<b><u>Description</u></b>	<b><u>AMOUNT</u></b>
Personnel:	19 grade level teachers , 2 instructional coaches, + 1 assistant principal x \$50 stipend	\$1,050.00
Training materials:		
Registration/Fees:		
<b><u>Travel:</u></b>		
Mileage/Airfare:		
Lodging/Meals:		
Consulting Services:		
Follow up activities	Teachers will post their lesson plans online and in their red folder. The instructional leadership team will conduct classroom mini-observations and provide feedback for the teacher.	

	Total for staff development 1: This cell will automatically total for you	\$1,050.00
<b>Budget Breakdown</b>	<b>Briefly describe the title of and purpose for the staff development:</b>	
<b>Staff Development 2</b>	<b>The instructional leadership team will use fundamental skills mentioned in Mike Rutherford's <i>The Artisan Teacher</i> to build pedagogy for novice teachers. Other parts of the book will be used as needed to improve the quality of instruction for teachers. The team will also access the CCS resources for Meaningful Alignment.</b>	
	<b><u>Description</u></b>	<b><u>AMOUNT</u></b>
Personnel:		
Training materials:	<i>The Artisan Teacher</i> by Mike Rutherford x 20 teachers	\$546.50
Registration/Fees:		
<b><u>Travel:</u></b>		
Mileage/Airfare:		
Lodging/Meals:		
Consulting Services:		
Follow up activities	1. Use the Artisan Teacher Fundamental skills to help support beginning and lateral entry teachers. 2. Use CCS curriculum for Meaningful Alignment to provide teacher specific professional development.	
	Total for staff development 2: This cell will automatically total for you	\$546.50

## 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.	Yes
Duty free planning time	Please describe approximately how much planning time your teachers have during a week: 175 minutes	
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.	Yes
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:	Model
Parental/Family Engagement	Please describe your parental/family engagement plan briefly (i.e. dates or frequency of parent events, P/T conferences, PTA meetings, etc.): Parent Education Nights/Curriculum Nights - 5, Parent Teacher Conferences - 2, Family Fun Events -5, Parent Advisory Board Meetings - 7, Awards Ceremony - 4,	
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.
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**School-Based Management and Accountability Program**

**Summary of School-based Waiver Requests**

**Program Years: 2016- 2018**

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

<b>LEA or Charter School Name/Number:</b>	Cumberland County Schools - 260								
<b>School Name:</b>	Manchester Elementary School - 402								

**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)*

<b>Allocation of Teachers: Class size - Flexibility</b>	<b>Yes</b>								
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*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.*

The waiver will be utilized only as necessary if class sizes go above the recommended limits and additional teachers are not allotted.

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

All class sizes will be balanced to accommodate overloads if necessary.