

Margaret Willis Elementary School
2014-2016 SIP

Margaret Willis Elementary School
Cumberland County School System

Peggy Raymes, Principal
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Overview

Plan Name

Margaret Willis Elementary School 2014-2016 SIP

Plan Description

This is our schoolwide plan for moving our school to the next level for all of our stakeholders.

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: 1 Activities: 1	Organizational	\$500
2	2014-2016 To expect academic growth by all children.	Objectives: 2 Strategies: 5 Activities: 5	Academic	\$51967
3	2014-2016 To promote continuous quality improvement.	Objectives: 1 Strategies: 1 Activities: 1	Organizational	\$0
4	2014-2016 To recruit, select, develop, and retain the very best personnel.	Objectives: 1 Strategies: 1 Activities: 2	Organizational	\$75065
5	2014-2016 To improve our use of technology.	Objectives: 2 Strategies: 3 Activities: 3	Organizational	\$32340

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

Measurable Objective 1:

collaborate to decrease bus behavior incidents resulting in bus suspension by 25% by 06/10/2015 as measured by PBIS discipline data and bus discipline referrals .

Strategy 1:

PBIS Bus Intervention - Classroom teachers, our Guidance Counselor and our Social Worker will follow-up with bus discipline issues (in addition to the normal procedures of students meeting with the administration and with their parents). The goal of this strategy is to reduce the number of bus suspensions, because often, when our students are suspended from the buses, they don't come to school. Our counselor will work with small groups of students on this issue, and our classroom teachers will work with their students to support our PBIS bus initiative.

Research Cited: PBIS Data, Closing the Gap Data

Activity - PBIS Professional Development	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
PBIS Team will meet monthly to review progress toward our behavior goals, and the PBIS team will meet quarterly with the Margaret Willis Staff to deliver training and updates.	Professional Learning	09/03/2014	06/10/2015	\$500	Title II Part A	Principal PBIS Chair PBIS Team SIT

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 ELA, in Science, and in Mathematics by 06/30/2015 as measured by the EOG and other assessments.

Strategy 1:

Schoolnet Benchmark Testing - Schoolnet assessments will be used as needed to monitor the progress of all of our students. The Admin Team and each Grade Level Team will meet to review the data and to plan instruction to address targeted areas.

Activity - Progress Monitoring	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Schoolnet assessments, RTA assessments, and Reading 3D data will be used as needed to monitor the progress of all of our students. The Admin Team and each Grade Level Team will meet to review the data and to plan instruction to address targeted areas.	Academic Support Program	09/09/2014	05/08/2015	\$0	No Funding Required	Instructional Team, Teachers

Strategy 2:

Remediation by Standards in ELA - Remediation will be provided to targeted 3rd grade students based on the assessment data from RTA passages. Remediation

funds will be used to hire an hourly tutor to work with targeted students.

Research Cited: Closing the Achievement Gap

Activity - 3rd Grade RTA Passages	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Remediation will be provided to targeted 3rd grade students based on the assessment data from RTA passages. Remediation funds will be used to hire an hourly tutor who will work with the 3rd grade teachers and our Instructional Coach to provide support to our students.	Academic Support Program	09/22/2014	06/10/2015	\$12600	Other	Admin Team, 3rd Grade Teachers

Strategy 3:

4th Grade RTA Transitional Strategies - Remediation funds will be used to hire a 50% certified teacher who will work with targeted 4th grade students struggling in Reading.

Research Cited: Closing the Achievement Gap

Activity - 4th Grade Transitional Support	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Remediation funds will be used to hire a Certified teacher to work with students in the 4th grade who are struggling with Reading.	Academic Support Program	08/18/2014	06/12/2015	\$19377	Other	Admin team, 4th Grade Team, Remediation Teacher, Instructional Coach

Strategy 4:

Professional Development - Staff will attend relevant professional development to support the academic needs of our students.

Research Cited: Closing the Achievement Gap

Activity - Targeted Teacher Training	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Title II funds have been set aside to allow our staff members to attend training as needed, in order to better address the needs of our students.	Professional Learning	08/18/2014	06/12/2015	\$670	Title II Part A	Admin Team School Improvement Team

Measurable Objective 2:

A 10% increase of Third, Fourth and Fifth grade Black or African-American students will demonstrate a proficiency to close the achievement gap with our White students in Reading by 06/12/2015 as measured by EOG scores.

Strategy 1:

Student Support - Our data indicates that we have a 31.3% gap between our African American and White students. Available funding will be used to hire 2 part-time tutors to work with targeted students in 3rd, 4th, and 5th grade in the areas of math, reading and science in an effort to close the achievement gap between our

subgroups. Tutors will be under the direction of the grade level teachers and the Instructional Coach. Data from Schoolnet, Reading 3D, and RTA will be used to monitor student progress.

Research Cited: Closing the Achievement Gap

Activity - Tiger Time	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Tutoring will be provided to targeted students in an effort to decrease the achievement gap between our African American students and our White students.	Academic Support Program	08/26/2014	06/12/2015	\$19320	Title I Schoolwide	Admin Team Instructional Coach Grade Level Teachers Tutors

Goal 3: 2014-2016 To promote continuous quality improvement.

Measurable Objective 1:

collaborate to increase parental involvement by 20% by 06/11/2015 as measured by parental involvement logs and classroom teacher contact logs.

Strategy 1:

Parent Involvent - Assembly programs will be held, once every 9 weeks, in the evening, to support curriculum and to increase parent involvement. Our historical parent involvement data indicates that if we tie a musical performance program to a curriculum night agenda, our parent attendance increases. Our Music, Art, and PE teachers will work to coordinate the performances, and our grade level teams will coordinate the curriculum support activities.

Research Cited: Closing the Achievement Gap

Activity - Parents on the Move	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Student performance/curriculum programs will be held, once every 9 weeks.	Parent Involvement	08/26/2014	06/10/2015	\$0	Title I Schoolwide	Admin Team Resource Teachers Grade Level Teams

Goal 4: 2014-2016 To recruit, select, develop, and retain the very best personnel.

Measurable Objective 1:

collaborate to meet weekly to review student data, design specific strategies for addressing targeted areas, and complete professional development designed to meet the goals of our School Improvement Plan by 06/12/2015 as measured by student data, targeted lesson plans/strategies for closing the achievement gap, and Professional Development/PLC meeting sign-in logs.

Strategy 1:

Planning Meetings - Grade level teams will meet weekly with Admin and the Instructional Coach to review student data, and to design and implement effective lessons for our students.

Research Cited: Closing the Achievement Gap

Activity - Closing the Gap	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Design a Master Schedule that provides grade level teams with specific time set aside each week to review data and to plan effective instruction. Title I funds have been used to hire an additional teacher, as well as to add 50% to our Instructional Coach in order to support the academic progress of our students.	Academic Support Program	08/18/2014	06/12/2015	\$75065	Title I Schoolwide	Admin Team Instructional Coach SIT Grade Level Teams

Activity - Monday Meetings	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Tutors and classroom teachers will meet weekly on Monday afternoons, to review progress notes on targeted students who are receiving services, and to plan effective instruction.	Professional Learning	08/25/2014	06/12/2015	\$0	No Funding Required	Admin Grade level teachers Tutors Resource Teachers

Goal 5: 2014-2016 To improve our use of technology.

Measurable Objective 1:

collaborate to enhance the use of technology at Margaret Willis Elementary by 06/10/2015 as measured by student and teacher feedback.

Strategy 1:

Broadcast Announcements - Margaret Willis students and staff will use available technology to produce and broadcast a student-led morning news show

Research Cited: CCS Technology Plan

Activity - MWES Morning News	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Our students will use technology to broadcast the morning announcements for the school.	Technology	09/02/2014	06/10/2016	\$0	Title I Schoolwide	AP Intern Media Coordinator

Strategy 2:

Technology Support - Title I funds will be used to hire a Computer Lab assistant to support our technology goals.

Research Cited: CCS Technology Plan

Activity - Computer Lab	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
A computer lab tech will work with our staff and students to support the goals of the CCS Technology Plan. Lab and technology support time for each classroom at MWES has been imbedded in the Master Schedule.	Technology	08/18/2014	06/12/2015	\$31840	Title I Schoolwide	Admin School Improvement Team MWES Technology Team

Measurable Objective 2:

collaborate to enhance the use of technology among all staff at Margaret Willis Elementary by 06/10/2016 as measured by the effective staff use of Google Docs.

Strategy 1:

Google Docs - On-going training will be provided to all staff at Margaret Willis on the use of Google Docs/Forms. The staff will be encouraged to use, create, and manipulate Google Docs effectively.

Research Cited: CCS Technology Plan

Activity - Google Docs Professional Development	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Technology training for all staff will be directed by our Administrative Intern. Staff will be provided instruction on the effective use of Google Docs/Forms. Training will be held monthly, and a Technology Team will be created to provide targeted support to our staff as needed.	Professional Learning	09/04/2013	06/10/2016	\$500	Title I Schoolwide	AP intern All Staff

Activity Summary by Funding Source

Below is a breakdown of your activities by funding source

No Funding Required

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Monday Meetings	Tutors and classroom teachers will meet weekly on Monday afternoons, to review progress notes on targeted students who are receiving services, and to plan effective instruction.	Professional Learning	08/25/2014	06/12/2015	\$0	Admin Grade level teachers Tutors Resource Teachers
Progress Monitoring	Schoolnet assessments, RTA assessments, and Reading 3D data will be used as needed to monitor the progress of all of our students. The Admin Team and each Grade Level Team will meet to review the data and to plan instruction to address targeted areas.	Academic Support Program	09/09/2014	05/08/2015	\$0	Instructional Team, Teachers
Total					\$0	

Other

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
4th Grade Transitional Support	Remediation funds will be used to hire a Certified teacher to work with students in the 4th grade who are struggling with Reading.	Academic Support Program	08/18/2014	06/12/2015	\$19377	Admin team, 4th Grade Team, Remediation Teacher, Instructional Coach
3rd Grade RTA Passages	Remediation will be provided to targeted 3rd grade students based on the assessment data from RTA passages. Remediation funds will be used to hire an hourly tutor who will work with the 3rd grade teachers and our Instructional Coach to provide support to our students.	Academic Support Program	09/22/2014	06/10/2015	\$12600	Admin Team, 3rd Grade Teachers
Total					\$31977	

Title I Schoolwide

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
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Google Docs Professional Development	Technology training for all staff will be directed by our Administrative Intern. Staff will be provided instruction on the effective use of Google Docs/Forms. Training will be held monthly, and a Technolgy Team will be created to provide targeted support to our staff as needed.	Professional Learning	09/04/2013	06/10/2016	\$500	AP intern All Staff
Parents on the Move	Student performance/curriculum programs will be held, once every 9 weeks.	Parent Involvement	08/26/2014	06/10/2015	\$0	Admin Team Resource Teachers Grade Level Teams
Computer Lab	A computer lab tech will work with our staff and students to support the goals of the CCS Technology Plan. Lab and technology support time for each classroom at MWES has been imbedded in the Master Schedule.	Technology	08/18/2014	06/12/2015	\$31840	Admin School Improvement Team MWES Technology Team
Tiger Time	Tutoring will be provided to targeted students in an effort to decrease the achievement gap between our African American students and our White students.	Academic Support Program	08/26/2014	06/12/2015	\$19320	Admin Team Instructional Coach Grade Level Teachers Tutors
MWES Morning News	Our students will use technology to broadcast the morning announcements for the school.	Technology	09/02/2014	06/10/2016	\$0	AP Intern Media Coordinator
Closing the Gap	Design a Master Schedule that provides grade level teams with specific time set aside each week to review data and to plan effective instruction. Title I funds have been used to hire an additional teacher, as well as to add 50% to our Instructional Coach in order to support the academic progress of our students.	Academic Support Program	08/18/2014	06/12/2015	\$75065	Admin Team Instructional Coach SIT Grade Level Teams
Total					\$126725	

Title II Part A

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Targeted Teacher Training	Title II funds have been set aside to allow our staff members to attend training as needed, in order to better address the needs of our students.	Professional Learning	08/18/2014	06/12/2015	\$670	Admin Team School Improvement Team
PBIS Professional Development	PBIS Team will meet monthly to review progress toward our behavior goals, and the PBIS team will meet quarterly with the Margaret Willis Staff to deliver training and updates.	Professional Learning	09/03/2014	06/10/2015	\$500	Principal PBIS Chair PBIS Team SIT
Total					\$1170	

LEA or Charter Name/Number:

Cumberland County Schools - 260

School Name:

Margaret Willis Elementary

School Number:

386

Plan Year(s):

#VALUE!

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

For

53

Against

0

Percentage For

100%

Date approved by Vote:

8/22/2014

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	Peggy Raymes	2013
Assistant Principal Representative	Patrinia M. Bryant	2013
Teacher Representative	William Harris	2013
Inst. Support Representative	Nancy Herthel	2013
Teacher Assistant Representative	Charles Brown	2013
Parent Representative	Mary Anarita	2013
Additional Representative	Tanielle Craig	2013
Additional Representative	Katherine Greene	2013
Additional Representative	Tracy Redfern	2013
Additional Representative	Bryan KingsMill	2013
Additional Representative	Kellee Cameron	2013
Additional Representative	Sarah Beasley	2013
Additional Representative	Megan Hatem	2013
Additional Representative	Anedra NcElveen	
Additional Representative	Toya Evans	
Additional Representative	Shirley Matthews	
Additional Representative	shannon Gemma-Marr	

**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:

Margaret Willis

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.

We will use our Title I money to hire teachers to reduce class size, as funds become available. We will assign teachers to a specific grade level as our needs dictate.

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

Smaller class sizes allow our teachers to spend more time teaching our at-risk students, as well as providing enrichment activities to our high achieving students. This waiver helps us to provide the classroom structure that promotes high growth for students.

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: Margaret Willis 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. (Schools serving students in kindergarten or first grade must determine how to prepare students to read at grade level by the time they enter second grade.)
Delivery:	Direct instruction will be provided to targeted at-risk students by a classified tutor and a certified tutor.
Students Served:	Targeted at-risk students in grades 3-5



Budget Amount

AMOUNT

Total Allocation:

\$32,726.70



Budget Breakdown

AMOUNT

Personnel:

1 60% Classified Tutor who will work under the direct supervision of our 3rd grade team and our Instructional Coach to provide instruction and support to targeted at-risk students.	\$12,600.00
1 Certified Tutor who will provide 720 hours of direct instruction to targeted at-risk students.	\$19,377.00

Materials & Supplies:	Purchase necessary materials to support instructionl	\$749.70
		AMOUNT
Transportation:		\$0.00
Grand Total:		\$32,726.70

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):
Student progress will be measured using RTA data, Reading 3D Data, and Schoolnet 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:
 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

AMOUNT

Total Allocation:	\$1,189.00
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Budget Breakdown

Staff Development
1

Briefly describe the title of and purpose for the staff development:The staff of MWES will receive training as directed by our school needs and as noted in our School Improvement Plan.

Description

AMOUNT

Personnel:		\$1,000.00
Training materials:		\$189.00

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		\$1,189.00

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.	N
Duty free planning time	Please describe approximately how much planning time your teachers have during a week: Each grade level team has at least 75 minutes of team planning per week, plus 2-35 minute individual planning sessions; for a total of 185 minutes of planning per 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:	Model
Parental Involvement	Please describe your parental involvement plan briefly (i.e. dates or frequency of parent events, P/T conferences, PTA meetings, etc.): The goal of our Parent Involvement Plan is to provide Parent Support Sessions at least quarterly. Those events include: PTO meetings, Curriculum Support Nights, Community Involvement/Support, Parent/Grandparent Luncheons and/or Breakfasts with a focus on Instructional Support; and any other activities deemed necessary by the SIT to support the mission of Margaret Willis Elementary School.	
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.	