

Comprehensive Progress Report

Mission:

Our **mission** is to provide all students interactive, integrated instruction while promoting leadership through community experiences and partnerships.

Goals:

! = Past Due Actions KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		High expectations for all staff and students			
KEY	A1.07	ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.(5088)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Based on past discipline data we found a need for a school wide matrix.	Limited Development 10/11/2017		
<i>How it will look when fully met:</i>		We will have a decreased number of incidents in regards to ISS and OSS.		Michelle Kornegay	06/13/2019
Action(s)	Created Date		1 of 3 (33%)		
1	10/11/17	Create and re-evaluate a school-wide discipline matrix.		Michelle Kornegay	08/30/2019
<i>Notes:</i>		School-wide matrix is published in Google Docs. It is reviewed with staff and students. MTSS will evaluate the matrix's and compare to the school wide discipline data.			
2	10/11/17	PBIS committee will create a catalog that allows students to redeem points awarded through the ABE system for positive behaviors exhibited and rewarded by staff.	Complete 09/01/2017	Michelle Kornegay	09/01/2017
<i>Notes:</i>		Website/catalog will be created for students to access and select choices.			

3	10/11/17	PBIS committee will monitor the student PBIS reward catalog to gauge student choices and encourage use.		Michelle Kornegay	07/01/2018
<i>Notes:</i>					

Core Function:	Dimension A - Instructional Excellence and Alignment
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Effective Practice:	Curriculum and instructional alignment
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KEY	A2.04	Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)	Implementation Status	Assigned To	Target Date
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<i>Initial Assessment:</i>	Instructional teams are currently required to meet on a weekly basis. Each teacher is required to submit lesson plans that are aligned with state standards and requirements.	Limited Development 09/23/2016			
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<i>How it will look when fully met:</i>	The school instructional team will review lessons plans weekly through the required lesson plan folder in the Google Drive. Upon review, specific reflective questions and comments will be posed based on common core standards and the Learning Focused Instructional Framework. By the end of the instructional school year, teachers will connect concrete student data to student performance and lesson planning.		Connie Rogers	06/20/2018
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Action(s)	Created Date		3 of 4 (75%)		
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1	10/18/16	The school instructional team will meet weekly to discuss classroom instruction observed via walkthroughs and observations. The team will devise instructional patterns for the next week's observations and areas of concentration for the Instructional Coach.	Complete 06/16/2017	Sabrina Hill-Black	06/20/2017
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Notes: Samples: <https://drive.google.com/drive/u/0/folders/0B-LQgXx6zCEZdExaUnlBeURIUVU>

2	10/18/16	The school instructional team will review teacher lesson plans as they are submitted weekly via the required Google folder. 75% of lesson plans are based on the Learning Focused Instructional Framework with emphasis on the targeted areas of summarizing strategy, essential question, and engaging activities. Administration and the Instructional Coach will provide feedback and/or reflective questions for teachers to review/revise/consider.	Complete 06/16/2017	Connie Rogers	12/19/2016
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Notes: Lesson plans are reviewed weekly and feedback is provided as necessary. Feedback can also include additional learning activities, summarizers, and activating strategies.

3	10/18/16	Teacher teams - Reading and Math- (grade level or individual teacher and Instructional Coach) will meet to discuss lesson plan alignment to required Common Core standards as necessary based on Instructional Team feedback on lesson plans. Teachers will discuss standards-based lessons and their relevancy in the data derived through the Short Cycle Process and benchmark assessments.	Complete 03/21/2017	Connie Rogers	03/20/2017
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Notes: ELA and Math teachers meet twice a month with district liasions and the school's Instructional Coach. The discussion has been based on standards-based instruction and the data derived from student assessments.

4	2/27/17	By the beginning of the third and fourth quarter, core teachers will reflect on instruction to plan and create unit plans for the remainder of the year using Learning Focused Instructional Framework, district pacing guides (if they exist) and requirements of Common Core.		Connie Rogers	06/18/2018
<i>Notes:</i> "Twice a year" could mean use of 1/2 Staff Development Day and/or team meetings.					
	A2.07	ALL teachers include vocabulary development as learning objectives.(5097)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Learning Focus	Limited Development 10/18/2016		
<i>How it will look when fully met:</i>		Teachers who have been trained in the Learning Focused Instructional Framework will explicitly teach key vocabulary through preview activities, within the lesson, and within the summarizing activities. Vocabulary is meant to engage students in word study throughout the lesson.		Connie Rogers	06/20/2018
<i>Action(s)</i>	<i>Created Date</i>		4 of 5 (80%)		
1	10/19/16	Lesson plan monitoring will include a focus on key content vocabulary within the Learning Focused Acquisition Lesson Plan. Vocabulary should be explicitly taught with numerous practice opportunities. Classroom whiteboard essentials will include key lesson vocabulary. Summative and formative assessments should include vocabulary highlighted throughout the lesson.		Connie Rogers	06/20/2018
<i>Notes:</i> Sample Lesson Plans from 2017-18					
2	11/15/16	Present PD opportunity for staff members based on vocabulary word walls (as a result of walkthrough with Learning Focused representative).	Complete 10/28/2016	Connie Rogers	10/28/2016
<i>Notes:</i> See Powerpoint presentation					
3	11/15/16	During staff meeting, allow opportunity for participation in content area vocabulary activity.	Complete 11/14/2016	Connie Rogers	11/14/2016
<i>Notes:</i> Teachers participated in a review of key vocabulary concepts presented by the Instructional Coach as a result of the walkthrough discussion presented by Learning Focused. During the staff meeting, teachers had fun participating in vocabulary "Draw It" and sharing additional vocabulary strategies used in their classes.					
4	11/15/16	Monitor acquisition lesson plans from teachers with a specific target to key vocabulary.	Complete 01/06/2017	Connie Rogers	12/15/2016
<i>Notes:</i> Viewing lesson plans weekly and comparing to walkthrough tool comments regarding vocabulary have been vital to task completion.					
5	2/27/17	Participate in walkthrough with representative from Learning Focused to assess word walls (based on previous walkthrough).	Complete 03/15/2017	Connie Rogers	03/31/2017

Notes: Walkthrough held with Principal, Instructional Coach, Professional Development Coordinator and Learning Focused Coaches. Immediate feedback provided to team and relayed to staff for reflection.

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Student support services			
KEY	A4.01	The school implements a tiered instructional system that allows teachers to deliver evidence-based instruction aligned with the individual needs of students across all tiers.(5117)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The current MTSS implementation at Virgo models a tiered instructional system to ensure student needs are met across all tiers.	Limited Development 09/23/2016		
How it will look when fully met:		The goal of the current MTSS Implementation uses a tiered, differentiated intervention process to assign research-based interventions aligned to individual needs of identified students in reading, math, and behavior.		Connie Rogers	06/20/2018
Action(s)	Created Date		6 of 7 (86%)		
1	10/18/16	Administration will establish a new MTSS team complete with a new School Psychologist, School Counselor and MTSS Lead Interventionist. This team will also include the school Social Worker, ISS Coordinator, Community in Schools Representative, Instructional Coach, and Blue Ribbon Commission Representative.	Complete 09/30/2016	Sabrina Hill-Black	09/23/2016
Notes:		The Admin Team in conjunction with the new School Psychologist utilized the previous year's team to mirror for this academic school year. A new MTSS Lead Interventionist and Social Worker were hired. A new Blue Ribbon Commission Representative has become an integral part of the school. The team was completed.			
2	10/18/16	The MTSS team will meet with teachers and parents of identified students to develop appropriate intervention paperwork for Tiers 2 and 3 to address necessary interventions in reading, math, and/or behavior. The plans will include in-class and additional intervention time (electives) strategies.	Complete 02/01/2017	Connie Rogers	01/13/2017
Notes:		This task will be evaluated quarterly to determine whether each identified student is receiving necessary interventions. It will be imperative that individual student data is reviewed quarterly. Current MTSS paperwork has been completed for students in Tier 1 (core curriculum) and Tiers 2 and 3 in reading, math and/or behavior. Additional updates are being completed based on new interventions.			
3	10/18/16	On a weekly basis, the MTSS team will meet to discuss student data, specific student progress in reading, math, and/or behavior. Tiered interventions may be evaluated to	Complete 06/15/2018	Syreeta Brown	06/15/2018

		determine the effectiveness of the instruction. On a bi-weekly basis, the initial focus of every meeting will begin with discussions based on behavior needs and interventions.			
		<i>Notes:</i> The MTSS team meets weekly on Tuesdays from 12:30 PM - 1:00 PM. Meeting agendas are based on the necessary academic and behavior interventions. Meeting agendas and minutes will provide documentation of meeting focus. https://drive.google.com/drive/folders/OB2iyNPnAsBW0N1ZkcDRic3E3T2M?usp=sharing			
4	10/18/16	Representatives from the MTSS team will provide professional development as necessary through grade levels. The focus of these opportunities will be derived from student data, ABE referral data and discipline data, teacher inquiry, and walkthrough/observation data.	Complete 06/20/2018	Syreeta Brown	08/01/2017
		<i>Notes:</i> Documentation of grade level meetings with MTSS team member providing the PD. ISS Coordinator documentation regarding meeting with teachers/teams relative to behavior interventions. Tutor documentation relative to intervention practice in classes and during small group intervention time.			
5	10/18/16	The MTSS Team will collaborate to use student data to determine tiered supports based on the pyramid (reflective of the desired percentages of the school population).	Complete 01/20/2017	Syreeta Brown	01/13/2017
		<i>Notes:</i> Use of universal screener data in conjunction with individual student data. Determine student movement into intervention classes at the middle and end of the year. Based on student data, re-evaluate intervention programs. New intervention groups established for second semester.			
6	2/27/17	Utilize spreadsheet of student data (include all BOY/MOY data from benchmarks, iReady, Aimsweb, NC Check-in, performance/assessment scores) to determine necessary interventions for students through MTSS groups, individual, classroom.	Complete 03/31/2017	Syreeta Brown	03/31/2017
		<i>Notes:</i> Spreadsheet was developed at the beginning of the year and information was added to it as students completed district-required and school-based benchmark assessments. The MTSS team utilizes the spreadsheet to determine academic and behavior interventions.			
7	9/27/17	The MTSS team will meet quarterly to utilize the universal screener data and intervention data to accurately provide high school placement.		Syreeta Brown	06/18/2018
		<i>Notes:</i> This exchange of information will take place Quarter 4.			
KEY	A4.06	ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary.(5124)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		After the initial assessment it was determined that this is an area of focus for DC Virgo to ensure social and academic success for all students. The data reflects a need for additional strategies and professional development for current and new staff members. This is a high priority item that has a direct effect on many areas throughout the school.	Limited Development 09/13/2016		

How it will look when fully met:		We are currently working on an active PBIS (Positive Behavior Intervention Support) program. The program provides structures for setting up school-wide expectations, as well as, systems of support that include proactive strategies for defining, teaching, and supporting appropriate student behaviors to create positive school environments. The school counselor teaches classroom lessons on a continuous basis to address social and emotional needs of students based on data collected in student surveys. Students who are identified and are in need additional support are selected for small group and/or individualized sessions.		Michelle Kornegay	06/20/2018
Action(s)	Created Date		1 of 5 (20%)		
1	10/18/16	Assess social/emotional needs of students	Complete 09/30/2016	Shanda Walker	09/30/2016
		<i>Notes:</i> Utilize needs assessment administered by School Counselor to determine specific needs for individuals, groups, and/or classes.			
2	10/18/16	Develop PBIS Team and develop an active plan		Michelle Kornegay	06/18/2018
		<i>Notes:</i> This indicator is still a work in progress. As of 9/27/17, a plan has been created using ABE and an online incentive catalog.			
3	2/27/17	Establish Tier 1 training guidelines for selected CPI staff. (Based on district selection guidelines)		Michelle Kornegay	06/18/2018
		<i>Notes:</i> Determine prior funding resources and requirements for training.			
4	2/27/17	Guidance/social worker staff will provide staff development regarding student emotional stages and other guidance perspectives.		Shanda Walker	06/20/2018
		<i>Notes:</i> Staff meeting agenda Grade level agenda Use of student discipline data Use of data re: guidance and social worker caseload			
5	9/27/17	We will work in conjunction with BRC to provide staff development on trauma enforced environments and building resiliency through relationships.		Carol Robbins	05/30/2018
		<i>Notes:</i> Mr. Addullah will work with DCV to provide staff developments			

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Strategic planning, mission, and vision			
KEY	B1.01	The LEA has an LEA Support & Improvement Team.(5135)	Implementation Status	Assigned To	Target Date

Initial Assessment:		DC Virgo has adopted a model to drive the overall arching areas of school improvement in the building: School culture, Engagement, Community, and Technology.	Limited Development 09/23/2016		
How it will look when fully met:		As a part of the district's commitment to DC Virgo , the following distributive leadership structure and LEA support relationships are identified and active in working toward student success indicators and school improvement. Dr. Tim Markley Dr. Lachawn Smith Mr. Al O'Brient Ms. Jakki Jethro Mrs. Sabra Robbins Wright Mrs. Syreeta Brown Mrs. Connie Rogers		Tamika Bierlein	06/20/2018
Action(s)	Created Date		0 of 2 (0%)		
1	10/18/16	On the first Monday of each month, the School Improvement/NCStar team will meet to review formative data for intervention based on the Executive Summary and selected indicators. The team will make decisions about the effectiveness of the strategies within the four major categories included in the Executive Summary.		Tamika Bierlein	06/20/2018
<i>Notes:</i>					
2	10/18/16	On the first Wednesday of each month, the School Leadership team will meet to review and discuss the implementation of the Executive Summary. The team will utilize the meeting time to make correlations between the Executive Summary and School Improvement, the current NCStar indicators and the district vision.		Kenneth Davis	06/20/2018
<i>Notes:</i>					
KEY	B1.03	A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other professional staff meets regularly (at least twice a month) to review implementation of effective practices.(5137)	Implementation Status	Assigned To	Target Date
Initial Assessment:		Evidence: Sustainability:	Full Implementation 09/23/2016		

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Distributed leadership and collaboration			
KEY	B2.03	The school has established a team structure among teachers with specific duties and time for instructional planning.(5143)	Implementation Status	Assigned To	Target Date
Initial Assessment:		Evidence: DC Virgo Schedule and Teams Staff Duties Sustainability Strategies/Procedures:	Limited Development 09/23/2016		
How it will look when fully met:		DC Virgo Preparatory Academy's master schedule reflects one grade level team where classroom management, classroom instructional procedures, and learning skills necessary for student improvement are the guiding principles. Teachers will have		Sabrina Hill-Black	01/01/2018

		individual duties on the team based in overall school improvement and instructional planning time is built in to the weekly schedule.			
Action(s)	Created Date		9 of 10 (90%)		
1	10/18/16	The School Improvement Team will reflect on the master schedule voted on at the end of the previous school year to determine appropriate instructional time, elective opportunities, and intervention protocols.	Complete 08/01/2016	Shemeka Shufford	07/13/2016
		<i>Notes:</i> SIP minutes will reflect the discussion and review of the master schedule selected at the end of the previous school year by the former SIT team. Discussion of transition times may occur within the current school year.			
2	10/18/16	The School Administrative Team will continuously reflect on the team structure of each grade level and work to prioritize communication efforts, instructional conversations, and daily interactions with both student and staff. Administration will be invited to grade level meetings for support and transparent conversations regarding school improvement, student performance, and student behavior.	Complete 05/22/2017	Ken Davis	06/01/2017
		<i>Notes:</i> Administrators are invited to grade level meetings for support and to have transparent conversations regarding school improvement, student performance, and student behavior. All grade levels have a contact administrator.			
3	10/18/16	Team meetings will occur weekly/bi-weekly. Meeting times will provide opportunities for each team member to present information from their unique leadership roles within the school: School Improvement/NCStar Team, Leadership Team, Team Manager, or Grade Level Chair. District staff will also collaborate with school staff and Instructional Coach during planning time to discuss student data and performance of standards-based instruction.	Complete 05/19/2017	Ken Davis	04/21/2017
		<i>Notes:</i> Team meetings occur weekly to discuss grade level concerns, long-term planning, parent communication, etc. Twice a month, district staff meets with teachers and the Instructional Coach to discuss student data and opportunities for standards-based instruction.			
4	2/27/17	Work with the Blue Ribbon Commission to establish roles for Community Support Advocates.	Complete 01/17/2017	Sabrina Hill-Black	03/01/2017
		<i>Notes:</i> See plan established through the contract with district.			
5	2/27/17	Establish role Community Outreach Advocates will have in conjunction with the MTSS and Student Support Team.	Complete 02/03/2017	Sabrina Hill-Black	03/10/2017
		<i>Notes:</i> COAs participate in the MTSS and Student Support Team. COAs have targeted students and families they work with within the school and district.			
6	2/27/17	Monitor involvement of Community Outreach Advocates in family/community connections.	Complete 06/16/2017	Sabrina Hill-Black	06/16/2017
		<i>Notes:</i> Communicate documentation to BRC.			

7	2/27/17	Provide opportunities for Communities in Schools liaison to create parent/family "workshops" based on topics derived from parent survey.	Complete 06/16/2017	Ken Davis	06/16/2017
<i>Notes:</i> Include parent meetings from second quarter.					
8	2/27/17	Recognize community connections through programming and invitation to participate in recognition service.	Complete 06/02/2017	Sabrina Hill-Black	06/02/2017
<i>Notes:</i> https://drive.google.com/open?id=0B_AMR-32bNg8UDBRZmdseGROS0k Black History Month program Watchdogs Recognition Volunteer dinner PTA Volunteer Recognition					
9	9/27/17	All certified staff members will have an opportunity to select leadership roles with in the grade level.	Complete 09/22/2017	Sabrina Hill-Black	09/01/2017
<i>Notes:</i> SIT team member Grade Level Chair Grade Level Manager PBIS representative					
10	9/27/17	All certified staff members will have an opportunity to select leadership roles with in the school.		Sabrina Hill-Black	12/15/2017
<i>Notes:</i> Content Department Chair STEAM Team Title 1 Parent Night Leadership Team					

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Monitoring instruction in school			
KEY	B3.03	The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		DC Virgo Administration has adopted the Artisan Teacher walkthrough model as a way to provide timely and constructive feedback to teachers. Evidence: Sample walkthrough form Sustainability:	Full Implementation 09/23/2016		

Core Function:		Dimension C - Professional Capacity			
Effective Practice:		Quality of professional development			

KEY	C2.01	The LEA/School regularly looks at school performance data and aggregated classroom observation data and uses that data to make decisions about school improvement and professional development needs.(5159)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Evidence: SCA Meeting schedule Testing Coordinator meeting agenda and deliverables Sustainability: Review data with leadership team Cross-curricular planning to address any student deficiencies	Limited Development 09/23/2016		
<i>How it will look when fully met:</i>		The LEA analyzes four types of school data to measure effectiveness at the school level and determine supportive next steps for school improvement and professional development. These types include: Demographic data describe the students, the school's staff, the school, and the surrounding community. Student learning data include a variety of measurements—state and county benchmark assessments, teacher-assigned grades, and authentic assessments—that show the impact of your education system on your students. Perceptions data—gathered through questionnaires, interviews, and observations—help you understand what students, parents, teachers, and the community think about the learning environment. School processes data include the school's programs, instructional strategies, assessment strategies, and classroom practices.		Sabrina Hill-Black	06/01/2018
<i>Action(s)</i>	<i>Created Date</i>		5 of 9 (56%)		
1	10/18/16	The School Administration Team will discuss with the staff the role of conducting walkthroughs and providing instructional feedback to staff. The team will review examples of previous walkthrough tools to determine effectiveness, revise, and utilize to schedule walkthroughs.	Complete 01/31/2017	Sabrina Hill-Black	02/17/2017
		<i>Notes:</i> Google forms versions of previous walkthroughs. New walkthrough tool utilized and now includes areas within the Learning Focused Framework and Artisan Teacher Themes. Weekly walkthrough schedule			
2	10/18/16	The Instructional Team may share results of walkthroughs during weekly meetings. The team will determine impact of Learning Focused Instructional Framework PD, areas of strength, areas for growth, and areas for additional PD.		Ken Davis	06/01/2018
		<i>Notes:</i>			
3	10/18/16	The principal will facilitate Professional Development opportunities based on areas of need as a result of walkthrough and observation data.		Sabrina Hill-Black	05/30/2018
		<i>Notes:</i> These professional development opportunities will be individualized based on needs of staff. Other avenues of support are Beginning Teacher PD, Mentor/Mentee Training, and Instructional rounds with district staff.			
4	10/18/16	The Instructional Leadership team will identify teachers with exemplary practices based on walkthrough results. The identified staff will delivery monthly "sharing" opportunities (PD) for all teachers in their classroom setting (and the location of the monthly staff	Complete 05/22/2017	Connie Rogers	05/31/2017

		meeting). The team may also utilize walkthrough results to identify teachers in need of more intensive coaching/PD.			
		<i>Notes:</i> Results of walkthrough and discussions were evident through teacher sharing of instructional practices during a staff meeting "visit" to their classroom.			
5	2/27/17	ELA and Math teachers participate in weekly Short Cycle Assessment meetings with district lead teachers, instructional coach and administration to discuss teaching practices, student data and specific strategies.	Complete 05/22/2017	Connie Rogers	05/17/2017
		<i>Notes:</i> Meetings are held twice a month.			
6	2/27/17	ELA and Math teachers will be provided a quarterly Professional Development Day for data digs and instructional planning with district leads from testing department and lead teachers.		Connie Rogers	12/08/2017
		<i>Notes:</i>			
7	2/27/17	Core teachers will participate in an end-of-year data unpacking session to prepare for student placement for the next school year.	Complete 06/16/2017	Connie Rogers	06/16/2017
		<i>Notes:</i> 6th and 7th grade teachers analyzed AimsWeb, i-Ready, and EOG scores to create student groups and schedules.			
8	2/27/17	Professional development opportunity for staff to support instructional strategies utilizing new technology purchased to continue to compliment the school's new STEAM initiative.	Complete 06/19/2017	Kenneth Davis	06/30/2017
		<i>Notes:</i> "Play date" of sorts with Virtual Reality kits, spheros, ipods, swivel camera, robots, etc. Continue as new technology is purchased. Utilize 1/2 day staff development days. (On June 19,2017, staff attended a full day of PD entitled Beyond the Chalk)			
9	9/27/17	Professional development opportunity for staff to support instructional strategies utilizing technology to compliment the school's STEAM initiative.		Michael Webb	05/30/2018
		<i>Notes:</i> STEAM Parent Nights STEAM Lab availability			

Core Function:		Dimension C - Professional Capacity			
Effective Practice:		Talent recruitment and retention			
KEY	C3.04	The LEA/School has established a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff.(5168)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		DC Virgo under the leadership of Michelle Kornegay, Assistant Principal, is currently re-evaluating and revising the implementation of Positive Behavior Intervention System.	Limited Development 09/23/2016		
How it will look when fully met:		We are diligent when we recruit, opting for Highly Qualified teachers for all of our schools. New Hanover County School System has made a concerted effort to employ		Michelle Kornegay	07/18/2018

		only the highest quality teachers that can be found to work with all our children regardless of ethnicity or socio-economic status. The school system provides a lower student - teacher ratio at our low performing schools and provides incentive pay to teachers in these schools for their contributions to student achievement and their willingness to take on challenging assignments. Our schools system provides an online evaluation process in alignment with DPI through the North Carolina Educator Effectiveness System (NCEES) to evaluate the performance of our teachers. This system drives the contracts awarded to teachers and the direction our schools need to take for professional development. The Human Resource Department monitors the attrition rate and works to maintain a balance of experienced teachers at all our schools. A strong mentoring program focuses on effective teacher induction that supports our beginning teachers in providing quality instructional presentations. Combined with opportunities for administration and teachers to receive intense, sustained, researched-based staff development, our LEA looks forward to providing all of our diverse learners with consistent high quality instruction to maximize achievement so that they are prepared for success in post secondary education and the work force.			
Action(s)	Created Date		4 of 5 (80%)		
1	10/18/16	Develop a selection process for staff of the Month	Complete 08/05/2016	Happy Olmstead	08/01/2016
		<i>Notes:</i> See "Staff of the Month" criteria, selection worksheet, spreadsheet, etc.			
2	10/18/16	Develop a teacher observation and walkthrough Matrix	Complete 10/20/2016	Sabrina Hill- Black	10/18/2016
		<i>Notes:</i> The teacher observation matrix is developed based on NHC/State requirements for Standard, Comprehensive and Career evaluations. All teachers will also have a "power" observation based on state requirements for priority schools. The walkthrough matrix is based on the NCEES tool and Artisan Teacher. The teacher observation matrix is updated based on new hires.			
3	10/20/16	Utilize the weekly newsletter to highlight staff members who exhibit targeted positive school culture.	Complete 05/22/2017	Sabrina Hill- Black	04/14/2017
		<i>Notes:</i> Staff memeber highlights occurred within 75% of the newsletters.			
4	10/20/16	Establish and fulfill staff incentives relative to an adult model of Positive Behavior Intervention Systems.		Michelle Kornegay	08/03/2018
		<i>Notes:</i>			
5	12/8/16	Highlight a staff member of the month for the teacher who utilizes the targeted instructional strategies based on the current walkthrough tool which highlights Learning Focused Instructional Framework and Artisan Teacher themes.	Complete 02/13/2017	Michelle Kornegay	02/10/2017

Notes: Occurs monthly. Staff meetings are held in the teacher's room where they are allowed to "showcase" instructional strategies highlighted in their feedback.

Core Function:		Dimension E - Families and Community			
Effective Practice:		Family Engagement			
KEY	E1.06	The school regularly communicates with parents/guardians about its expectations of them and the importance of the curriculum of the home (what parents can do at home to support their children's learning).(5182)	Implementation Status	Assigned To	Target Date
Initial Assessment:		DC Virgo has a systems of consistent communication in place for parents and guardians. Grade level teams create compacts to share each team's focus and curriculum insight.	Limited Development 09/23/2016		
How it will look when fully met:		Messages from the principal providing information about upcoming events and other important news are shared using social media, school website, and Facebook. The media specialist creates a monthly calendar that is provided to parents on a monthly basis. DC Virgo will host Parent Nights,STEAM Nights and participate in pop-up fairs in the community. Parents remain informed on student progress and academic needs in on-going parent conferences.		Kenneth Davis	06/01/2018
Action(s)	Created Date		9 of 16 (56%)		
1	10/18/16	Create a monthly calendar summarizing events hosted by DC Virgo	Complete 11/14/2016	Tempie Simons	09/01/2016
Notes:		Ms. Simons meets with Administration monthly to complete the school calendar. She utilizes a school wide Google calendar and a printed copy that is sent home to families at the end of every month for the proceeding month.			
2	10/18/16	Communicate events to NHCS Public Relations Department as necessary based on school events.	Complete 12/07/2016	Tempie Simons	09/01/2016
Notes:		Evidence of calendar			
3	11/15/16	Families can participate in Report Card Pick-Up night to engage with staff members regarding student achievement on October 20, 2016. Afterwards, families will have the opportunity to participate in a Kids in the Kitchen event sponsored by Junior League.	Complete 10/20/2016	Sabrina Hill-Black	10/20/2016
Notes:		Connect 5 calls and fliers were sent to remind families of participation in Report Card pick-up. Sign in sheets and photos are an indication of attendance. The event was well-attended.			
4	11/15/16	Families can participate in STEAM night to engage with students, community members and staff members with STEAM activities relevant to activities occurring in classes and as closure to Computer Science Education Week.	Complete 12/16/2016	Ken Davis	12/16/2016
Notes:		Event held. See flyer, connect 5 phone call log, sign-in sheets.			

5	11/15/16	Report card pick up to engage with staff members regarding student achievement. Afterwards, families participated in Bingo Night and dinner hosted by a local radio DJ personality.	Complete 01/13/2017	Sabrina Hill-Black	01/12/2017
<i>Notes:</i> Event held: see sign-in sheets, flyer, connect 5 call log, pics.					
6	2/27/17	Families can participate in Report Card Pick-Up night to engage with staff members regarding student achievement on April 20, 2017. Afterwards, families will have the opportunity to participate in a Kids in the Kitchen event sponsored by Junior League.	Complete 04/21/2017	Kemeka Sidbury	04/21/2017
<i>Notes:</i> Event held on 4/20/17; parent sign-in sheet from teachers.					
7	2/27/17	Based on inquiry from NC Star team members, school administration will work to obtain Mental Health First Aid Training for staff.		Sabrina Hill-Black	06/15/2018
<i>Notes:</i> Drop-Out Prevention District Team will provide additional information regarding training. The desire is to complete training prior to the end of the school year.					
8	2/27/17	Collaborate with district staff to continue support but also participate in training specific to power struggles and establishing relationships.		Sabrina Hill-Black	06/15/2018
<i>Notes:</i> Possible dates needed to complete prior to the end of the school year or beginning of next school year.					
9	2/27/17	Provide Professional Development opportunity for staff based student economic demographics. We will look to using the book series "Teaching with Poverty in MIInd."		Sabrina Hill-Black	06/20/2019
<i>Notes:</i> Update task after discussion with Assistant Superintendent of Instruction and Professor from University of North Carolina at Wilmington.					
10	2/27/17	Families can participate in Black History Month/STEM program and engagement fair to engage with staff members on March 2, 2017. Afterwards, families are invited to fellowship with other families, staff, and administration.	Complete 03/02/2017	Sabrina Hill-Black	03/02/2017
<i>Notes:</i> Successful event. Sign-in sheet, program and photos available.					
11	9/27/17	Families can participate in Student-Led Conferences to engage with staff members regarding student achievement on January 11, 2018. Afterwards, families will have an opportunity to participate in Bingo Night and dinner.		Tamika Bierlein	01/11/2018
<i>Notes:</i>					
12	9/27/17	Families can participate in STEAM nights to engage with students, community members and staff members with STEAM activities relevant to activities occurring in classes.		Michael Webb	05/21/2018
<i>Notes:</i> December 14, 2017, February 22, 2018 and May 17, 2018					
13	9/27/17	Families can participate in Report Card Pick-up night to engage with staff members regarding student achievement on October 19, 2017. Afterwards, families will have the opportunity to participate in a Kids in the Kitchen event sponsored by the Junior League.	Complete 10/23/2017	Tamika Bierlein	10/20/2017
<i>Notes:</i> Theme Maker Spaces					

14	9/27/17	Parent EdCamp, 9/21/2017. Staff called parents will the focus of getting feedback from the parents on "What's important to them".	Complete 09/21/2017	Tamika Bierlein	09/22/2017
		<i>Notes:</i> Table Tent Signs based on data collected from parent phone calls. https://drive.google.com/open?id=0B_AMR-32bNg8T285RWZVWnY1dXVZa1YyTTZ0UXRkNDRSb3JR			
15	10/4/17	Title I Parent Nights: November 16 will be Curriculum Night. Parents will be able to explore the new Math curriculum and gain a better understanding of how they can help their children. Also, ELA will present strategies to make students better readers. March 22 will continue with Curriculum and preparing for the EOG's		Connie Rogers	03/23/2018
		<i>Notes:</i>			
16	10/4/17	Parent EdCamp: April 19. We will give parents to discuss in a small group forum what is important to them. We will evaluate how we implemented the feedback from the Fall and look to the upcoming year. Families can also pick up report cards for students.		Tamika Bierlein	04/20/2018
		<i>Notes:</i>			

Core Function:		Dimension E - Families and Community			
Effective Practice:		Community Engagement			
	E2.04	The school consistently engages in strategies, policies, and procedures for partnering with local businesses, community organizations, and other agencies to meet the needs of the school.(5191)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Enrichment, US Corp of Engineers, etc.	Limited Development 10/18/2016		
<i>How it will look when fully met:</i>		Community volunteers will build relationships with students and staff and work to identify and/or provide additional resources. The Blue Ribbon Commission will provide support services to staff, students and families of DC Virgo Community partners will provide enrichment opportunities through weekly participation.		Sabrina Hill-Black	08/01/2018
Action(s)	Created Date		14 of 17 (82%)		
1	10/18/16	Invite partnering organizations to adopt a grade level	Complete 09/16/2016	Sabrina Hill-Black	07/18/2016
		<i>Notes:</i> Provide evidence of grade level adopters			
2	10/18/16	Schedule signing ceremony for an official partnership with the US Army Corp of Engineers	Complete 09/30/2016	Shemeka Shufford	09/21/2016
		<i>Notes:</i> Signing ceremony held with the US Army Corps of Engineers. Continued partnership opportunities planned.			

3	10/18/16	Create a plan for the enrichment program and solicit organizations to facilitate sessions during first semester.	Complete 09/01/2016	Shemeka Shufford	07/28/2016
<i>Notes:</i> See Enrichment schedule, provider list, student selection Google form and class rosters.					
4	10/18/16	Create volunteer opportunities for community and parent volunteers. Staff creates a list of potential opportunities to provide volunteers options for working within and outside of the immediate classroom environment.	Complete 10/28/2016	Sabrina Hill-Black	10/19/2016
<i>Notes:</i> Upload volunteer flyer, brochure and grade-level spreadsheet. Include Printshop order form if necessary.					
5	11/15/16	The STEAM Coordinator will collaborate with Administrator and specialist(s) at Mary C. Williams (feeder school) as part of the DCV STEAM Outreach to engage students in engineering activities and recruitment opportunities for rising sixth graders.	Complete 11/21/2016	Shemeka Shufford	11/04/2016
<i>Notes:</i>					
6	11/15/16	The STEAM Coordinator will collaborate with STEAM Coordinator and AIG specialist at Rachel Freeman as part of the DCV STEAM Outreach to engage students in activities in preparation for Computer Science Education Week (Dec.5-11). Students will receive an introduction to Google CS First and work on Game Design programming projects.	Complete 12/14/2016	Shemeka Shufford	12/09/2016
<i>Notes:</i> The former STEAM Coordinator visited Rachel Freeman Elementary School as part of our outreach efforts. Students participated in computer applications.					
7	11/17/16	The STEAM Coordinator will collaborate with STEAM Coordinator and AIG specialist at Rachel Freeman as part of the DCV STEAM Outreach to engage students in Engineering. Students will engage in a hands-on engineering activity.	Complete 10/28/2016	Shemeka Shufford	09/14/2016
<i>Notes:</i> See meeting notes and plan for Virgo students/staff visit.					
8	2/27/17	DC Virgo will participate in district Magnet Fairs to highlight school programming and as a recruitment opportunity.	Complete 02/24/2017	Shemeka Shufford	02/24/2017
<i>Notes:</i> Participation completed. See flyers, pics					
9	5/22/17	Establish WATCHDOGS program in conjunction with local churches and its members.	Complete 03/01/2017	Ken Davis	02/14/2017
<i>Notes:</i> Constant communication with members Establish partnership ideas					
10	5/22/17	Re-establish the DC Virgo PTA with active member whose primary goals are founded in collaboration with students and families.	Complete 03/01/2017	Margaret Bourdeaux	03/01/2017
<i>Notes:</i>					
11	5/22/17	The DC Virgo Alumni Association will collaborate with school administration to assist in meeting holistic student and staff needs.	Complete 06/16/2017	Sabrina Hill-Black	08/01/2017
<i>Notes:</i>					

12	5/22/17	Local groups and outside agencies such as Junior League of Wilmington, Fraternity Kappa Alpha Psi, Sorority Delta Sigma Theta, LINC Inc., BB&T, Representatives from the County Department of Juvenile Justice, General Electric, the Cape Fear Museum, and others will commit to fostering relationships with students and staff to provide resources and supports.	Complete 06/15/2017	Ken Davis	06/15/2017
<i>Notes:</i>					
13	5/22/17	The Blue Ribbon Commission will provide support to staff, students and families of the DC Virgo community to enhance the lives of students.	Complete 06/15/2017	Sabrina Hill-Black	12/15/2017
<i>Notes:</i>					
14	5/22/17	Communities in Schools will provide a community outreach specialist to the serve a targeted group within the school's population based in the MTSS process.	Complete 06/15/2017	Sabrina Hill-Black	06/15/2017
<i>Notes:</i>					
15	5/22/17	DC Virgo will have a continued partnership with Coastal Horizons Behavioral Health Agency to provide interventions that focus on healthier lives and physical, social and emotional needs of students.		Sabrina Hill-Black	06/15/2018
<i>Notes:</i>					
16	9/27/17	DC Virgo will continue its partnership with the Blue Ribbon Commission, specifically the Community Outreach Advocate, to present parent/community workshops surrounding topics derived through parent survey.		Sabrina Hill-Black	02/01/2018
<i>Notes:</i>					
17	9/27/17	The school administration and staff will participate in conversations surrounding the school's partnership with UNCW, New Hanover County Schools and their desire to become a lab school.		Sabrina Hill-Black	07/19/2018
<i>Notes:</i> Continued conversations					