



**Trinity Elementary School  
School Improvement Plan  
2019-2020**

## Comprehensive Progress Report

**Mission:** The mission of the Randolph County School System is to maximize educational opportunities for every student by focusing on continuous improvement and having high expectations for students and staff, while preparing students for multiple options to be competitive in a diverse 21st Century global society.

**Vision:** The vision of the Randolph County School System is to maximize educational opportunities for every student, based on our beliefs that: All students can learn; All students will be taught in a safe and nurturing learning environment; All students deserve a teacher who is qualified and well-prepared; All students deserve access to instructional resources managed in a fiscally-responsible manner; and All stakeholders share the responsibility and accountability for student learning.

**Goals:**  
Students First in All We Do.



! = Past Due Objectives      KEY = Key Indicator

| Core Function:                          |       | Dimension A - Instructional Excellence and Alignment   |                                   |               |             |
|---|-------|--|-----------------------------------|---------------|-------------|
| Effective Practice:                     |       | High expectations for all staff and students   |                                   |               |             |
|   | A1.06 | ALL teachers provide sound instruction in a variety of modes: teacher-directed whole-class; teacher-directed small-group; independent work; computer-based.(5087)  | Implementation Status             | Assigned To   | Target Date |
| <i>Initial Assessment:</i>              |       | All classrooms have leveled guided reading groups, teacher directed whole class, math stations, and independent classwork. K-2 classrooms utilize Letterland daily. All certified staff provide weekly lesson plans in Google drive. All classrooms encourage students to work with a partner to incorporate peer to peer learning. All certified staff keep student data notebooks. Grades 2 and 5 have homogenous reading groups. All classrooms have access to Chromebooks for literacy and math computer based stations. | Limited Development<br>09/04/2018 |               |             |
| <i>How it will look when fully met:</i> |       | All classrooms have leveled guided reading groups, teacher directed whole class, math stations, and independent classwork. K-2 classrooms utilize Letterland daily. All certified staff provide weekly lesson plans in   |                                   | Kirsty Hughes | 01/17/2020  |

|   |               |  |                                   |                       |                    |
|---|---------------|--|-----------------------------------|-----------------------|--------------------|
|   |               | Google drive. All classrooms encourage students to work with a partner to incorporate peer to peer learning. All certified staff keep student data notebooks. Grade levels have homogeneous reading groups. All classrooms have access to Chromebooks for literacy and math computer based stations.   |                                   |                       |                    |
| <b>Actions</b>                          |               |  | <b>1 of 4 (25%)</b>               |                       |                    |
|   | 10/23/18      | Third grade classrooms will implement homogeneous groups across the grade level during the guided reading block.   | Complete 04/29/2019               | Christin Frank        | 06/07/2019         |
|   | <i>Notes:</i> |  |                                   |                       |                    |
|   | 10/23/18      | Fourth grade classrooms will implement homogeneous groups across the grade level during the guided reading block.  |                                   | Christine Moss        | 01/17/2020         |
|   | <i>Notes:</i> |  |                                   |                       |                    |
|   | 9/4/18        | Kindergarten classrooms will implement homogeneous groups across the grade level during the guided reading block.  |                                   | Julie Haisman         | 01/17/2020         |
|   | <i>Notes:</i> |  |                                   |                       |                    |
|   | 10/23/18      | First grade classrooms will implement homogeneous groups across the grade level during the guided reading block.   |                                   | Angie Hunt            | 01/17/2020         |
|   | <i>Notes:</i> |  |                                   |                       |                    |
| <b>KEY</b>                              | <b>A1.07</b>  | <b>ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.(5088)</b>  | <b>Implementation Status</b>      | <b>Assigned To</b>    | <b>Target Date</b> |
| <b>Initial Assessment:</b>              |               | -Olweus & Second Step (character building) -Guidance lessons to target individual classroom needs/climate -Rewards for 5th Grade students: safety patrol, news show, flag bearer -Class Dojo (some faculty) -STAR3 student (district recognition) -CARE & DARE (programs supported by Randolph County Sheriff's Dept.) -Whole School Rules: hallway procedures, playground, cafeteria -Quarterly Awards: Caught Being Good, WORM, BRAIN, Character Counts!, BEP awards -Student "Bulldog" of the Month -Brag tags, individual classroom awards, prize box etc. | Limited Development<br>09/12/2017 |                       |                    |
| <b>How it will look when fully met:</b> |               | When fully implemented all classrooms will incorporate Olweus lessons into their weekly plans. The guidance counselor will support the same themes in their weekly lessons and demonstrate vertical plans. 5th Grade students will continue to be recognized through extra responsibilities and student council. The school will implement whole school recognition for academics, good behavior and exemplary   |                                   | <b>Paul Masterson</b> | <b>06/09/2020</b>  |

|                |   |                     |                    |            |
|----------------|---|---------------------|--------------------|------------|
|                | citizenship. All classroom teachers will maintain Olweus logs (to be collected at the end of the year).   |                     |                    |            |
| <b>Actions</b> |   | <b>2 of 5 (40%)</b> |                    |            |
| 10/23/18       | School-wide recognition assemblies will occur quarterly to recognize students for good character.   | Complete 06/07/2019 | Ginger Crites      | 06/07/2019 |
|                | <i>Notes:</i>   |                     |                    |            |
| 10/23/18       | School-wide quarterly recognition assemblies will include academic awards (BRAIN, WORM, 3rd - 5th grade Honor Roll)   | Complete 06/07/2019 | Ginger Crites      | 06/07/2019 |
|                | <i>Notes:</i>   |                     |                    |            |
| 10/27/17       | Olweus lessons will be taught weekly by the classroom teacher.  |                     | Classroom Teachers | 06/05/2020 |
|                | <i>Notes:</i> Reviewed in January 2019<br>Lessons will continue weekly (see lesson plans).<br><br>Reviewed in September 2019<br>Lessons will continue weekly. |                     |                    |            |
| 9/4/18         | Guidance Counselor will create a Google log to track weekly Olweus lessons. Teachers will turn in the log at the end of the school year.                      |                     | Paul Masterson     | 06/05/2020 |
|                | <i>Notes:</i>   |                     |                    |            |
| 10/23/18       | Guidance plans will support themes addressed in classroom Olweus (or Second Step) lessons.  |                     | Paul Masterson     | 06/05/2020 |
|                | <i>Notes:</i> Masterson will adapt lessons as needed to address specific classroom needs. Teachers will work closely Masterson to alert him of needs.         |                     |                    |            |

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| <b>Core Function:</b>      | <b>Dimension A - Instructional Excellence and Alignment</b> |   |                                   |                    |
| <b>Effective Practice:</b> | <b>Curriculum and instructional alignment</b>               |   |                                   |                    |
|                            | <b>A2.01</b>  | <b>Instructional Teams meet regularly (e.g., twice a month or more for 45 minutes each meeting) to review implementation of effective practice and student progress.(5091)</b>  | <b>Implementation Status</b>      | <b>Assigned To</b> |
| <b>Initial Assessment:</b> |   | During the 2017-2018 school year all certified staff met on Tuesday afternoons two times a month for vertical planning sessions. Classroom teachers meet once a week with Lead Teacher for a professional learning team time to review plans and student performance. Daily | Limited Development<br>09/10/2018 |                    |

|   |   |   |                             |                          |
|---|---|---|-----------------------------|--------------------------|
|   | <p>teachers have time in the schedule during student specials time to meet as a team to reflect on effective practice and plan lessons.</p> <p>During the 2018-2019 school year, all certified staff will meet every Tuesday afternoon for vertical planning sessions.</p>  |   |                             |                          |
|   | <p>Priority Score: 3</p> <p>Opportunity Score: 3</p>  | <p>Index Score: 9</p>                           |                             |                          |
| <b>How it will look when fully met:</b> | <p>Instructional teams will meet every week on Tuesday (3-4:30) for whole school planning (vertical planning). Teams will review plans, track student progress and create detailed plans to insure the implementation of effective practice.</p>  | <p><b>Objective Met</b><br/><b>04/29/19</b></p> | <p><b>Ginger Crites</b></p> | <p><b>06/07/2019</b></p> |
| <b>Actions</b>                          |   |   |                             |                          |
| 10/23/18                                | <p>Quarterly PLT led "Just in Time" professional development will allow certified staff to plan with the new NC standards.</p>  | <p>Complete 04/11/2019</p>                      | <p>Kirsty Hughes</p>        | <p>05/10/2019</p>        |
|   | <p><i>Notes:</i></p>  |   |                             |                          |
| 10/23/18                                | <p>Tier 3 MTSS meetings will be scheduled bi-weekly to monitor individual student data and interventions.</p>   | <p>Complete 04/29/2019</p>                      | <p>Paul Masterson</p>       | <p>05/17/2019</p>        |
|   | <p><i>Notes:</i></p>  |   |                             |                          |
| 9/10/18                                 | <p>Weekly planning - Tuesdays for all certified staff.</p>  | <p>Complete 09/25/2018</p>                      | <p>Ginger Crites</p>        | <p>06/07/2019</p>        |
|   | <p><i>Notes:</i></p>  |   |                             |                          |
| 9/10/18                                 | <p>MTSS Tier 2 meetings scheduled weekly, if needed, with grade level professional learning teams to track and review student progress.</p>   | <p>Complete 05/14/2019</p>                      | <p>Paul Masterson</p>       | <p>06/07/2019</p>        |
|   | <p><i>Notes:</i></p>  |   |                             |                          |
| <b>Implementation:</b>                  |   | <p>04/29/2019</p>                               |                             |                          |
| <b>Evidence</b>                         | <p>4/29/2019 - Action Steps have been completed. MTSS Tier 2 and 3 meetings occur as scheduled. Staff Bulldog planning occurs every Tuesday except when Title 1 events are held in the same week.</p>   |   |                             |                          |
| <b>Experience</b>                       | <p>4/29/2019 - County created PD modules were scheduled into weekly PLC time. Guidance counselor scheduled Tier 3 meetings and maintained notes from meetings. Weekly Tuesday planning dates were put on the master calendar and adhered to. Tier 2 meetings scheduled weekly to review student progress and update strategies.</p> |   |                             |                          |
| <b>Sustainability</b>                   | <p>4/29/2019 - Time for scheduled meetings will be scheduled in the yearly master calendar.</p>   |   |                             |                          |

| KEY                                     | A2.04   | Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)   | Implementation Status             | Assigned To          | Target Date       |
|---|---------|--|-----------------------------------|----------------------|-------------------|
| <b>Initial Assessment:</b>              |         | Grade levels work well in PLCS to work together and align lessons/assessments with standards. Post-tests are given but we will need to work towards giving more pre-tests to drive instruction.<br><br>During the 2018-2019 school year, we will increase student engagement with their student data notebook. | Limited Development<br>04/24/2017 |                      |                   |
| <b>How it will look when fully met:</b> |         | Every grade level team would assess each new unit (across subject areas) pre-teaching and post-teaching to show growth and determine instructional needs. Data would be collected, discussed and reviewed to drive instruction and move students.  |                                   | <b>Kirsty Hughes</b> | <b>06/14/2022</b> |
| <b>Actions</b>                          |         |  | <b>6 of 12 (50%)</b>              |                      |                   |
|   | 9/12/17 | Grade level Professional Learning Communities will meet weekly with lead teacher.  | Complete 09/06/2018               | Kirsty Hughes        | 09/15/2018        |
| <i>Notes:</i>                           |         |  |                                   |                      |                   |
|   | 9/9/18  | Teachers will participate in curriculum update training sessions with lead teacher.  | Complete 05/14/2019               | Kirsty Hughes        | 05/14/2019        |
| <i>Notes:</i>                           |         |  |                                   |                      |                   |
|   | 9/9/18  | Students will track their own progress through the use of a student data notebook.   | Complete 06/07/2019               | All Certified staff  | 06/07/2019        |
| <i>Notes:</i>                           |         |  |                                   |                      |                   |
|   | 9/9/18  | Grade level Professional Learning Teams will create quarterly units of instruction aligned to the updated curriculum standards.  | Complete 06/07/2019               | Kirsty Hughes        | 06/08/2019        |
| <i>Notes:</i>                           |         |  |                                   |                      |                   |
|   | 9/9/18  | Teachers will utilize BOY and EOY student data to plan instruction.  | Complete 06/14/2019               | All Teachers         | 06/14/2019        |
| <i>Notes:</i>                           |         | Weekly as needed based on topic being taught.  |                                   |                      |                   |
|   | 9/9/18  | Grade level Professional Learning Teams will meet weekly as vertical Professional Learning Teams in order to develop aligned units of instruction.   | Complete 06/14/2019               | Ginger Crites        | 06/14/2019        |
| <i>Notes:</i>                           |         |  |                                   |                      |                   |
|   | 9/16/19 | The Kindergarten team will review, discuss, and determine next steps with CFA data.  |                                   | Julie Haisman        | 06/05/2022        |
| <i>Notes:</i>                           |         |  |                                   |                      |                   |

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| 9/16/19                                 | The First Grade team will review, discuss, and determine next steps with CFA data.   |   | Angie Hunt                        | 06/05/2022           |                    |
| <i>Notes:</i>                           |  |   |                                   |                      |                    |
| 9/16/19                                 | The Second Grade team will review, discuss, and determine next steps with CFA data.  |   | Karen Rice                        | 06/05/2022           |                    |
| <i>Notes:</i>                           |  |   |                                   |                      |                    |
| 9/16/19                                 | The Third Grade team will review, discuss, and determine next steps with CFA data.   |   | Lori Sechrest                     | 06/05/2022           |                    |
| <i>Notes:</i>                           |  |   |                                   |                      |                    |
| 9/16/19                                 | The Fourth Grade team will review, discuss, and determine next steps with CFA data.  |   | Christine Moss                    | 06/05/2022           |                    |
| <i>Notes:</i>                           |  |   |                                   |                      |                    |
| 9/16/19                                 | The Fifth Grade team will review, discuss, and determine next steps with CFA data.   |   | Laura Heflin                      | 06/05/2022           |                    |
| <i>Notes:</i>                           |  |   |                                   |                      |                    |
|   | <b>A2.05</b>   | <b>ALL teachers develop weekly lesson plans based on aligned units of instruction.(5095)</b>  | <b>Implementation Status</b>      | <b>Assigned To</b>   | <b>Target Date</b> |
| <i>Initial Assessment:</i>              |  | All certified teachers maintain weekly lesson plans in the school Google Drive. Teachers should have all learning targets updated and posted weekly.  | Limited Development<br>09/10/2018 |                      |                    |
| <i>How it will look when fully met:</i> |  | ALL certified teachers will maintain rigorous detailed weekly lesson plans in the Google drive. ALL teachers will have learning targets posted in their rooms. Weekly planning will occur every Tuesday and allow staff to collaborate across teams and with support staff. |                                   | <b>Kirsty Hughes</b> | <b>06/09/2020</b>  |
| <b>Actions</b>                          |  |   | <b>1 of 10 (10%)</b>              |                      |                    |
| 10/23/18                                | Quarterly PLT led "Just in Time" professional development will allow certified staff to plan with the new NC standards as weekly lesson plans are created. |   | Complete 04/10/2019               | Kirsty Hughes        | 04/10/2019         |
| <i>Notes:</i>                           |  |   |                                   |                      |                    |
| 9/16/19                                 | All First Grade teachers will maintain weekly plans in the Google drive. Plans will include CCSS and learning targets specific to each lesson.             |   |                                   | Kirsty Hughes        | 06/05/2020         |
| <i>Notes:</i>                           |  |   |                                   |                      |                    |

|               |  |  |               |            |
|---------------|--|--|---------------|------------|
| 9/16/19       | All Second Grade Teachers will maintain weekly plans in the Google drive. Plans will include CCSS and learning targets specific to each lesson.                  |  | Kirsty Hughes | 06/05/2020 |
| <i>Notes:</i> |  |  |               |            |
| 9/16/19       | All certified BEP staff will maintain weekly plans in the Google drive. Plans will include CCSS and learning targets specific to each lesson.                    |  | Kirsty Hughes | 06/05/2020 |
| <i>Notes:</i> |  |  |               |            |
| 9/16/19       | All Third Grade Teachers will maintain weekly plans in the Google drive. Plans will include CCSS and learning targets specific to each lesson.                   |  | Kirsty Hughes | 06/05/2020 |
| <i>Notes:</i> |  |  |               |            |
| 9/16/19       | All Fourth Grade Teachers will maintain weekly plans in the Google drive. Plans will include CCSS and learning targets specific to each lesson.                  |  | Kirsty Hughes | 06/05/2020 |
| <i>Notes:</i> |  |  |               |            |
| 9/16/19       | All Fifth Grade Teachers will maintain weekly plans in the Google drive. Plans will include CCSS and learning targets specific to each lesson.                   |  | Kirsty Hughes | 06/05/2020 |
| <i>Notes:</i> |  |  |               |            |
| 9/16/19       | All certified support and enrichment staff will maintain weekly plans in the Google drive. Plans will include CCSS and learning targets specific to each lesson. |  | Kirsty Hughes | 06/05/2020 |
| <i>Notes:</i> |  |  |               |            |
| 9/10/18       | Administration will regularly review lesson plans and provide feedback.  |  | Ginger Crites | 06/07/2020 |
| <i>Notes:</i> |  |  |               |            |
| 9/10/18       | All Kindergarten teachers will maintain weekly plans in the Google drive. Plans will include CCSS and learning targets specific to each lesson.                  |  | Kirsty Hughes | 06/09/2020 |
| <i>Notes:</i> |  |  |               |            |

|                            |              |  |                                   |                    |                    |
|----------------------------|--------------|--|-----------------------------------|--------------------|--------------------|
| <b>Core Function:</b>      |              | <b>Dimension A - Instructional Excellence and Alignment</b>  |                                   |                    |                    |
| <b>Effective Practice:</b> |              | <b>Data analysis and instructional planning</b>  |                                   |                    |                    |
|                            | <b>A3.06</b> | <b>ALL teachers maintain and utilize a record of each student's mastery of specific learning objectives.(5115)</b>                       | <b>Implementation Status</b>      | <b>Assigned To</b> | <b>Target Date</b> |
| <b>Initial Assessment:</b> |              | Data capture logs record Tier 2 students, student data notebooks (vary across grade levels), NC Check-Ins and Schoolnet data helps track | Limited Development<br>09/10/2018 |                    |                    |



|   |   |                     |                      |                   |
|---|---|---------------------|----------------------|-------------------|
|   | student progress, interims and report cards, PowerSchool grade book (Grades 3-5), MTSS paperwork, mCLASS information and progress monitoring graphs.  |                     |                      |                   |
| <b>How it will look when fully met:</b> | All students will maintain an individual data notebook and be able to explain the contents. Every student will be able to set themselves a learning goal. Data notebooks will be shared 1-1 in student led conferences between child and adult. All 3-5 teachers will regularly update their PowerSchool grade book. Grades will directly reflect individual student mastery. K-2 teacher will maintain paper grade books and interim progress reports. mCLASS data will be utilized to inform parents of reading progress through monitoring graphs and Home Connect letters. Kindergarten teachers will track progress in the first 60-days using the KEA platform. 3-5 teachers will use NC Check-Ins data to track mastery of specific standards in ELA and Math. |                     | <b>Kirsty Hughes</b> | <b>06/09/2022</b> |
| <b>Actions</b>                          |   | <b>4 of 5 (80%)</b> |                      |                   |
| 9/10/18                                 | Students in Grades 3-5 will take the NC Check-Ins Math to track mastery in specific standards.  | Complete 03/28/2019 | Kirsty Hughes        | 04/01/2019        |
|   | <i>Notes:</i>   |                     |                      |                   |
| 9/10/18                                 | Students in Grades 4-5 will take the NC Check-Ins ELA to track mastery in specific standards.   | Complete 03/28/2019 | Kirsty Hughes        | 04/01/2019        |
|   | <i>Notes:</i>   |                     |                      |                   |
| 9/10/18                                 | Teachers in Grades K-3 will pilot the NC ENSI math assessments and track student math progress  | Complete 06/07/2019 | Kirsty Hughes        | 05/23/2019        |
|   | <i>Notes:</i>   |                     |                      |                   |
| 9/10/18                                 | 3-5 teachers maintain updated grade books in PowerSchool.   | Complete 05/29/2019 | Kirsty Hughes        | 06/09/2020        |
|   | <i>Notes:</i>   |                     |                      |                   |
| 9/16/19                                 | All grade levels will host two student led conferences to highlight student growth.   |                     | Kirsty Hughes        | 06/05/2022        |
|   | <i>Notes:</i>   |                     |                      |                   |

|                            |   |
|----------------------------|---|
| <b>Core Function:</b>      | <b>Dimension A - Instructional Excellence and Alignment</b> |
| <b>Effective Practice:</b> | <b>Student support services</b>                             |

|   | 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 |
|---|-----|-------|--|-----------------------------------|----------------|-------------|
| <i>Initial Assessment:</i>              |     |       | <p>Teachers plan differentiated instruction for all lessons. They are also involved in MTSS to track data and set targeted interventions.</p> <p>During the 2017-2018 school year a chart was created that show how many students are at each Tier throughout the K-5 classrooms.</p> <p>MTSS is a district wide focus for the 2019-2020 academic year. All staff will be involved in specific training and work closely with Masterson on strategies.</p>   | Limited Development<br>04/24/2017 |                |             |
| <i>How it will look when fully met:</i> |     |       | <p>By the end of the end of the 2017-2018 school year, TES will create and implement tiered structured support for classroom teachers.</p> <p>As of April 2018, Trinity Elementary continues to make progress towards a more structured MTSS system across the school. As part of a district MTSS pilot this year we have made big strides towards a more consistent program, but still have much to work on.</p> <p>As of June 2019, Trinity Elementary continues to make progress towards a more structured MTSS system across the school. As part of a district MTSS pilot this year we have shown tremendous growth.</p> |                                   | Paul Masterson | 06/14/2023  |
| <b>Actions</b>                          |     |       |  | <b>2 of 7 (29%)</b>               |                |             |
| 10/24/17                                |     |       | Increase Parent Communication regarding all Tiers of the MTSS process.   | Complete 05/31/2018               | Paul Masterson | 05/31/2018  |
|   |     |       | <i>Notes:</i> mCLASS Home Connect letters<br>Read to Achieve K-3 Parent Notification<br>3/4 Transition Monthly progress letters<br>Tier 2 home letter about interventions in place   |                                   |                |             |
| 5/23/17                                 |     |       | Tier 3: MTSS Problem-Solving (pilot program) Team meetings providing Tier 3 support.   | Complete 06/08/2018               | Paul Masterson | 06/08/2018  |
|   |     |       | <i>Notes:</i>  |                                   |                |             |
| 9/16/19                                 |     |       | Create a K-5 Google tracking document for individual classrooms.   |                                   | Paul Masterson | 06/05/2020  |
|   |     |       | <i>Notes:</i>  |                                   |                |             |
| 9/16/19                                 |     |       | Create calendar, agenda, and minutes for Tier 3 MTSS meetings.   |                                   | Paul Masterson | 06/05/2020  |
|   |     |       | <i>Notes:</i>  |                                   |                |             |

|  |  |  |   |                                   |                    |                    |
|--|--|--|---|-----------------------------------|--------------------|--------------------|
|  | 9/4/18   | Create and maintain an electronic binder of evidence based intervention strategies to have ready for teachers to use during MTSS meetings. |   | Paul Masterson                    | 01/17/2021         |                    |
|  | <i>Notes:</i>  |  |   |                                   |                    |                    |
|  | 5/23/17  | Tier 1: Data Captures documenting classroom performance, student needs, and documented interventions.                                      |   | Kirsty Hughes                     | 01/17/2022         |                    |
|  | <i>Notes:</i> Guided Reading<br>Math Stations<br>Data Capture sheets<br>Fluency groups<br>Individualized word sorts<br>mCLASS Progress Monitoring  |  |   |                                   |                    |                    |
|  | 5/23/17  | Tier 2: monthly PLC meetings with Guidance counselor (with agenda and minutes) documenting Tier 2 instruction and interventions.           |   | Paul Masterson                    | 01/17/2023         |                    |
|  | <i>Notes:</i> Remediation time in the schedule<br>Education Galaxy (Lift Off!) meets individual needs<br>Reading Specialist<br>Fluency Groups<br>Accuracy Groups<br>Comprehension Groups |  |   |                                   |                    |                    |
|  |  | <b>A4.03</b>   | <b>Instructional teams utilize student learning data to determine whether a student requires a referral for special education services.(5121)</b>   | <b>Implementation Status</b>      | <b>Assigned To</b> | <b>Target Date</b> |
|  | <i>Initial Assessment:</i>   |  |   | Full Implementation<br>09/09/2018 |                    |                    |
|  |  | <b>A4.04</b>   | <b>The school promotes social/emotional competency in school rituals and routines, such as morning announcements, awards assemblies, hallway and classroom wall displays, and student competitions.(5122)</b> | <b>Implementation Status</b>      | <b>Assigned To</b> | <b>Target Date</b> |

|   |               |  |                                   |                    |                    |
|---|---------------|--|-----------------------------------|--------------------|--------------------|
| <b>Initial Assessment:</b>              |               | As of August 2018, TES incorporates quarterly awards assemblies (WORM, BRAIN, Honor Rolls), utilizes classroom and hallway displays to recognize student achievements. Students are recognized with the annual science fair for 5th grade students. Students are recognized with PAWsome awards. 3-5th grade students compete in our annual spelling bee.  | Limited Development<br>09/10/2018 |                    |                    |
| <b>How it will look when fully met:</b> |               | When fully met teachers will incorporate awards incentives to recognize student growth and learning. Students will be recognized on morning and afternoon announcements for individual accomplishments. Students will share their student data notebook twice a year with parents/significant adults.<br><br>In 2018-19 we successfully implemented data notebook shares across K-5. This year we will share student notebooks twice a year; mid year and in May/June. |                                   | Ginger Crites      | 06/09/2020         |
| <b>Actions</b>                          |               |  | <b>1 of 4 (25%)</b>               |                    |                    |
|   | 9/10/18       | Students in all grade levels will share their own student data notebook with a parent/significant adult one time during the school year. (Student led conference)  | Complete 06/06/2019               | Kirsty Hughes      | 06/07/2019         |
|   | <i>Notes:</i> |  |                                   |                    |                    |
|   | 9/10/18       | All staff will identify a student for a PAWsome award at least one time during the school year.  |                                   | Ginger Crites      | 06/05/2020         |
|   | <i>Notes:</i> |  |                                   |                    |                    |
|   | 10/23/18      | Students will interact with their own student data notebook multiple times throughout the school year in order to increase student knowledge of their own data.  |                                   | Kirsty Hughes      | 06/07/2020         |
|   | <i>Notes:</i> |  |                                   |                    |                    |
|   | 10/23/18      | Classrooms will practice a student led conference utilizing their student data notebook.   |                                   | Grade Level Chairs | 06/07/2020         |
|   | <i>Notes:</i> |  |                                   |                    |                    |
| <b>KEY</b>                              | <b>A4.06</b>  | <b>ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary.(5124)</b>   | <b>Implementation Status</b>      | <b>Assigned To</b> | <b>Target Date</b> |

|   |   |                                   |                       |                    |
|---|---|-----------------------------------|-----------------------|--------------------|
| <b>Initial Assessment:</b>              | <p>Our teachers are currently implementing Olweus and Second Step lessons. Students receive CARE and DARE programming as well, and see our guidance counselor for lessons on a regular basis.</p> <p>As of the 2018-2019 school year, classroom teachers are teaching Olweus and Second Step Lesson weekly.</p> | Limited Development<br>04/24/2017 |                       |                    |
| <b>How it will look when fully met:</b> | Teachers incorporate Olweus lessons in every classroom weekly to address social and emotional needs within the classroom community and in response to school surveys. The guidance counselor meets the needs of the community through lessons and outreach projects.  |                                   | <b>Paul Masterson</b> | <b>06/14/2022</b>  |
| <b>Actions</b>                          |   | <b>4 of 6 (67%)</b>               |                       |                    |
| 9/5/18                                  | Students referred to the school nurse for needs.  | Complete 08/27/2018               | Shannon Heiney        | 08/27/2018         |
|   | <i>Notes:</i> Students referred daily if needed.  |                                   |                       |                    |
| 9/5/18                                  | Classroom teachers utilize a variety of strategies for managing behavior within their own classroom. Behavior plan for classrooms are developed at the beginning of the school year.  | Complete 09/04/2018               | Ginger Crites         | 09/15/2018         |
|   | <i>Notes:</i>   |                                   |                       |                    |
| 9/5/18                                  | Guidance schedules individual and group meetings per student needs throughout the school year.  | Complete 09/04/2018               | Paul Masterson        | 09/15/2018         |
|   | <i>Notes:</i> Guidance Counselor meets with individuals or groups as needed.  |                                   |                       |                    |
| 9/5/18                                  | Communities In Schools (CIS) volunteers are partnered with students for various needs including academic tutors, lunch buddies, and other areas as needed.  | Complete 06/06/2019               | Paul Masterson        | 06/09/2020         |
|   | <i>Notes:</i> Monitored monthly by guidance counselor.  |                                   |                       |                    |
| 9/5/18                                  | Families who seek Christmas assistance through the school are referred to proper agencies for assistance.   |                                   | Paul Masterson        | 12/01/2020         |
|   | <i>Notes:</i> Christmas assistance will continue. We discussed starting earlier, reaching out to more families and sponsors.  |                                   |                       |                    |
| 9/12/17                                 | MTSS strategies are developed for individual students in regards to behavior as needed.   |                                   | Paul Masterson        | 06/09/2022         |
|   | <i>Notes:</i>   |                                   |                       |                    |
| <b>A4.14</b>                            | <b>The school provides all students with supports and guidance to prepare them for college and careers (e.g., career awareness activities, career exploration, school visits).(5132)</b>  | <b>Implementation Status</b>      | <b>Assigned To</b>    | <b>Target Date</b> |

|   |  |                                   |                      |                   |
|---|--|-----------------------------------|----------------------|-------------------|
| <b>Initial Assessment:</b>              | Last year, the 5th Grade piloted the AT area "Career Truck" visit. This successful experience will continue in to next year. 5th Grade visits the middle school. Trinity Elementary hosts local pre-K programs. Our graduating seniors walk the halls to celebrate the end of their K-12 education. Lunch with Leaders gave students across K-5 the opportunity to share and learn from people in our immediate community. This year we will increase our college and career ready practice by inviting more career learning opportunities in to the school. | Limited Development<br>09/04/2019 |                      |                   |
| <b>How it will look when fully met:</b> | The AT area "Career Truck" visit will become an annual event for all 5th Grade students. 5th Grade will continue to visit the middle school (new middle school scheduled to open 2021-2022). Trinity Elementary will host a variety of local pre-K programs for Kindergarten visits. Our graduating seniors will continue to walk the halls to celebrate the end of their K-12 education. Lunch with Leaders will become an annual event. Students will have multiple opportunities to learn about colleges and careers.                                     |                                   | <b>Ginger Crites</b> | <b>06/07/2023</b> |
| <b>Actions</b>                          |  | <b>2 of 8 (25%)</b>               |                      |                   |
| 9/4/19                                  | Graduating seniors from (Wheatmore & Trinity) will return to their elementary school to walk the halls for our K-5 students.   | Complete 06/05/2019               | Ginger Crites        | 06/05/2019        |
| <i>Notes:</i>                           |  |                                   |                      |                   |
| 9/4/19                                  | Rising 6th Grade students will visit Braxton Craven Middle School.   | Complete 04/01/2019               | Paul Masterson       | 06/05/2019        |
| <i>Notes:</i>                           |  |                                   |                      |                   |
| 9/19/19                                 | The BEP team will pilot Career Exploration Kits from the CTE department during 3-5 classes.  |                                   | Paul Masterson       | 06/09/2020        |
| <i>Notes:</i>                           | Misty Wolfe is the coordinator of this project   |                                   |                      |                   |
| 9/4/19                                  | Trinity Elementary will host a "Lunch with Leaders" event where local community members can share information about their career and work.   |                                   | Ginger Crites        | 04/30/2021        |
| <i>Notes:</i>                           |  |                                   |                      |                   |
| 9/16/19                                 | High School Seniors will be interviewed by student council members about future plans.   |                                   | Debbie Dennis        | 06/05/2021        |
| <i>Notes:</i>                           |  |                                   |                      |                   |
| 9/4/19                                  | Kindergarten teachers will host students from multiple local pre-K programs during a "day in Kindergarten" experience.   |                                   | Julie Haisman        | 05/31/2022        |

|   |              |   |                                   |                      |                    |
|---|--------------|---|-----------------------------------|----------------------|--------------------|
|   |              | <i>Notes:</i>   |                                   |                      |                    |
|   | 9/4/19       | 5th Grade will work with local High School CDC to schedule their visit to the Career Truck event.   |                                   | Laura Heflin         | 06/05/2022         |
|   |              | <i>Notes:</i>   |                                   |                      |                    |
|   | 9/4/19       | The BEP Team will coordinate and host a "Heritage Arts" day where children will have the opportunity to learn about careers in the Arts.  |                                   | Julie Dobias         | 04/03/2023         |
|   |              | <i>Notes:</i>   |                                   |                      |                    |
| <b>KEY</b>                              | <b>A4.16</b> | <b>The school develops and implements consistent, intentional, and on-going plans to support student transitions for grade-to-grade and level-to-level.(5134)</b>   | <b>Implementation Status</b>      | <b>Assigned To</b>   | <b>Target Date</b> |
| <i>Initial Assessment:</i>              |              | TRANSITION PROGRAMS • Kindergarten registration • Pre-K visits • Staggered entry in Kindergarten • Braxton Craven band perform for 5th Grade • Braxton Craven visit for rising 6th Grade • Title 1 Transition night allow students and parents learn about the next grade level • Braxton Craven Principal meets rising-6th grade students in their classrooms • Schoolwide tours w/Data Manager • 5th Grade blocking • FSC transition to Archdale Trinity Middle School • Bi-monthly vertical planning opportunities • Open House & Meet the Teachers • Title 1 Parent Involvement Nights (x 4 yearly) • Student Data Notebooks: encourage long-term goals (CCR)   | Limited Development<br>09/12/2017 |                      |                    |
| <i>How it will look when fully met:</i> |              | When fully implemented transition programs will be evident in all master calendar months; students will be moving throughout the quadrant area and visiting schools. There will be an increase in the pre-K programs visiting our Kindergarten classes, Kindergarten registration will yield higher numbers and applications will be completed before the end of the school year. The Middle School staff will visit our 5th Grade students at least twice a year, sharing ideas and answering questions. Teachers from 6th Grade will visit our 5th Grade team and vice versa. Alumni will be encouraged to return to TES as graduating High Schoolers, DARE speakers, readers, and High School helpers and to walk the halls dressed in cap and gown to celebrate high school graduation. |                                   | <b>Kirsty Hughes</b> | <b>06/12/2023</b>  |
| <b>Actions</b>                          |              |   | <b>3 of 7 (43%)</b>               |                      |                    |
|   | 9/9/18       | Title 1 Transition night scheduled in spring of year  | Complete 05/01/2018               | Kirsty Hughes        | 05/24/2018         |
|   |              | <i>Notes:</i>   |                                   |                      |                    |

|               |   |                     |               |            |
|---------------|---|---------------------|---------------|------------|
| 10/23/18      | Former Flag Bearer, TES alumni, and Randolph Early College Graduate will train flag bearers in treatment of flag and proper procedure when raising and lowering the US and NC flags each day.   | Complete 08/30/2018 | Ginger Crites | 09/14/2018 |
| <i>Notes:</i> |   |                     |               |            |
| 10/23/18      | Current High School seniors from RCSS schools who are also TES alumni will be invited to walk the hallways of TES while dressed in graduation gowns and caps. This will encourage and promote high school graduation.                                   | Complete 05/22/2019 | Ginger Crites | 06/07/2019 |
| <i>Notes:</i> |   |                     |               |            |
| 10/23/18      | Kindergarten will reach out to area Pre-K programs to invite students for a visit to Kindergarten in the spring.  |                     | Julie Haisman | 05/10/2020 |
| <i>Notes:</i> |   |                     |               |            |
| 9/4/19        | Staff meet every week to plan together as a whole faculty. This allows staff to share ideas across K-5 classrooms and to work with BEP teachers, media specialists and counselors.  |                     | Ginger Crites | 06/09/2020 |
| <i>Notes:</i> |   |                     |               |            |
| 10/23/18      | Students will become more involved with their own academic growth and accomplishments through increased tracking of data in their K-5 Student Data Notebook. Each classroom will host a student led data notebook parent conference event twice a year. |                     | Kirsty Hughes | 06/07/2021 |
| <i>Notes:</i> |   |                     |               |            |
| 10/27/17      | 5th grade teachers will visit Braxton Craven Middle two times a year to share ideas and answer questions.   |                     | Kirsty Hughes | 06/12/2021 |
| <i>Notes:</i> |   |                     |               |            |

|                            |              |   |                                   |                    |                    |  |
|----------------------------|--------------|---|-----------------------------------|--------------------|--------------------|--|
| <b>Core Function:</b>      |              | <b>Dimension B - Leadership Capacity</b>  |                                   |                    |                    |  |
| <b>Effective Practice:</b> |              | <b>Strategic planning, mission, and vision</b>  |                                   |                    |                    |  |
| <b>KEY</b>                 | <b>B1.01</b> | <b>The LEA has an LEA Support &amp; Improvement Team.(5135)</b>   | <b>Implementation Status</b>      | <b>Assigned To</b> | <b>Target Date</b> |  |
| <i>Initial Assessment:</i> |              | The LEA has an LEA Support & Improvement Team.  | Full Implementation<br>10/04/2019 |                    |                    |  |
| <b>KEY</b>                 | <b>B1.03</b> | <b>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)</b> | <b>Implementation Status</b>      | <b>Assigned To</b> | <b>Target Date</b> |  |



|   |   |                                   |                      |                   |
|---|---|-----------------------------------|----------------------|-------------------|
| <b>Initial Assessment:</b>              | The School Improvement Team meets at least once a month already making decisions that directly affect student achievement. Meetings typically last 30 minutes to 1.5 hours.   | Limited Development<br>04/24/2017 |                      |                   |
|   | Priority Score: 1                      Opportunity Score: 3   | Index Score: 3                    |                      |                   |
| <b>How it will look when fully met:</b> | When fully implemented the Leadership Team will have substantial evidence to show that meetings are held regularly (bi-monthly) with a specific agenda, roster, and detailed minutes - all recorded in the NCStar site. | <b>Objective Met<br/>10/08/18</b> | <b>Ginger Crites</b> | <b>06/08/2018</b> |
| <b>Actions</b>                          |   |                                   |                      |                   |
| 10/27/17                                | Leadership meetings are scheduled and the team meet at least twice a month. All documentation is recorded in the NC Star site.  | Complete 04/30/2018               | Ginger Crites        | 04/30/2018        |
| <i>Notes:</i>                           |   |                                   |                      |                   |
| <b>Implementation:</b>                  |   | 10/08/2018                        |                      |                   |
| <b>Evidence</b>                         | 4/30/2018<br>All evidence in is NCStar.   |                                   |                      |                   |
| <b>Experience</b>                       | 4/30/2018<br>SIT meets regularly twice a month. All minutes and documentation is housed within the NCStar program.  |                                   |                      |                   |
| <b>Sustainability</b>                   | 4/30/2018<br>We will continue our twice monthly meetings.   |                                   |                      |                   |

|                            |              |   |                                   |                    |                    |
|----------------------------|--------------|---|-----------------------------------|--------------------|--------------------|
| <b>Core Function:</b>      |              | <b>Dimension B - Leadership Capacity</b>  |                                   |                    |                    |
| <b>Effective Practice:</b> |              | <b>Distributed leadership and collaboration</b>   |                                   |                    |                    |
| <b>KEY</b>                 | <b>B2.03</b> | <b>The school has established a team structure among teachers with specific duties and time for instructional planning.(5143)</b>   | <b>Implementation Status</b>      | <b>Assigned To</b> | <b>Target Date</b> |
| <b>Initial Assessment:</b> |              | Teams have the opportunity to meet daily with shred planning time during class specials. The master schedule has all grade level students going to media, guidance, PE, art and music at the same time. All grade level teams meet with the lead teacher weekly to review curriculum updates, create assessments, plan, and track data. | Limited Development<br>09/04/2019 |                    |                    |

|   |   |                     |                      |                   |
|---|---|---------------------|----------------------|-------------------|
| <b>How it will look when fully met:</b> | When fully met all teachers will have planning time, specific duties and other professional opportunities. The master schedule and calendar will disperse information to all staff and faculty. |                     | <b>Ginger Crites</b> | <b>06/09/2020</b> |
| <b>Actions</b>                          |   | <b>2 of 3 (67%)</b> |                      |                   |
| 9/16/19                                 | Master schedule is created to allow for PLC time each day for all grade levels.   | Complete 09/10/2019 | Ginger Crites        | 06/05/2020        |
|   | <i>Notes:</i>   |                     |                      |                   |
| 9/16/19                                 | Google Calendar is created to notify whole staff and PTA of events.   | Complete 08/19/2019 | Ginger Crites        | 06/05/2020        |
|   | <i>Notes:</i>   |                     |                      |                   |
| 9/4/19                                  | All grade level teams meet weekly with the Lead Teacher for curriculum updates, planning and assessment time.   |                     | Kirsty Hughes        | 06/09/2020        |
|   | <i>Notes:</i>   |                     |                      |                   |

|   |              |   |                                   |                    |                    |
|---|--------------|---|-----------------------------------|--------------------|--------------------|
| <b>Core Function:</b>                   |              | <b>Dimension B - Leadership Capacity</b>  |                                   |                    |                    |
| <b>Effective Practice:</b>              |              | <b>Monitoring instruction in school</b>   |                                   |                    |                    |
| <b>KEY</b>                              | <b>B3.03</b> | <b>The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)</b>   | <b>Implementation Status</b>      | <b>Assigned To</b> | <b>Target Date</b> |
| <b>Initial Assessment:</b>              |              | The administration meet regularly with teachers as part of weekly PLC time; the Principal reviews lesson plans with her curriculum team and provides written and oral feedback; the Principal visits classrooms to formally and informally observe best practices and offers feedback; all certified staff are trained yearly on the NC observation tool (NC Educator Effectiveness System) by the Principal; formal observations adhere to the RCSS calendar and include both announced and unannounced observations with prompt post-observation feedback and conversation. | Limited Development<br>09/16/2019 |                    |                    |
| <b>How it will look when fully met:</b> |              | When completed all staff will have timely and purposeful feedback on lesson plans and long-range planning; teachers will feel confident and comfortable discussing data and personal reflections with the Principal; all pre- and post- observational data will be discussed promptly and professionally; help and support will be provided for staff looking to broaden their professional opportunities through staff development on and off campus; staff not meeting the proficient level during  |                                   | <b>Karen Rice</b>  | <b>05/01/2021</b>  |

|                |   |                    |               |            |
|----------------|---|--------------------|---------------|------------|
|                | observations will be given extra support via the curriculum team; TES will provide opportunities for leadership roles within the school.                                    |                    |               |            |
| <b>Actions</b> |   | <b>0 of 4 (0%)</b> |               |            |
| 9/16/19        | All formal observations will be completed according to the observation schedule in the staff handbook.  |                    | Ginger Crites | 05/01/2020 |
|                | <i>Notes:</i>   |                    |               |            |
| 9/16/19        | Lesson plans will be reviewed and feedback will be given via comments on Google plans and through conversation during weekly PLC time.                                      |                    | Ginger Crites | 06/05/2020 |
|                | <i>Notes:</i>   |                    |               |            |
| 9/17/19        | Teachers will be provided the opportunity to observe and visit with teachers across the school and district. The lead teacher will coordinate visits through a Google form. |                    | Kirsty Hughes | 01/31/2021 |
|                | <i>Notes:</i>   |                    |               |            |
| 9/17/19        | Teachers will review their observation notes from their visit and share best practices with their team.   |                    | Kirsty Hughes | 01/31/2021 |
|                | <i>Notes:</i>   |                    |               |            |

|   |            |  |  |                                   |                      |                    |
|---|------------|--|--|-----------------------------------|----------------------|--------------------|
| <b>Core Function:</b>                   |            | <b>Dimension C - Professional Capacity</b> |  |                                   |                      |                    |
| <b>Effective Practice:</b>              |            | <b>Quality of professional development</b> |  |                                   |                      |                    |
|   | <b>KEY</b> | <b>C2.01</b>                               | <b>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)</b>   | <b>Implementation Status</b>      | <b>Assigned To</b>   | <b>Target Date</b> |
| <b>Initial Assessment:</b>              |            |  | Teachers already regularly participate in data sessions with grade level teams, the Lead Teacher, and specialists from the county office. There are multiple data walls in the Lead Teacher's room that are updated quarterly.   | Limited Development<br>04/24/2017 |                      |                    |
| <b>How it will look when fully met:</b> |            |  | TES will improve overall school performance to 65% proficiency.<br><br>April 2018: We are still working on maintaining a detailed data room. Data is collected and provided to teachers. They reflect and analyze. We still need to adapt the scheduling for next year to allow for more routine data analysis directly related to that posted in the data room. |                                   | <b>Ginger Crites</b> | <b>06/14/2023</b>  |

September 2018: This week as BOY data comes in, we will start to discuss how we want to best utilize the school data wall to track our reading needs.

September 2019: data will change this year with the onset of iStation and HMH assessments. 5th Grade will add a Science Check-In and allow us to track data in a new subject area. Work on this indicator will be ongoing as we learn more each year about our changing data programs.

**Actions**

**10 of 12 (83%)**

10/10/17 School will create a school-wide reading incentive to encourage daily reading at home. Monthly reading calendars will begin in November and run through May.

Complete 04/30/2018

Stephanie Leach

05/31/2018

*Notes:*

5/23/17 Teachers will continue to implement math stations to target student skills and needs.

Complete 06/08/2018

Ginger Crites

06/08/2018

*Notes:* Math stations are fully implemented in K-5. Evidence is shown in observational notes and classroom lesson plans.

5/23/17 The Lead Teacher will use data from Education Galaxy to implement an incentive program.

Complete 06/08/2018

Kirsty Hughes

06/08/2018

*Notes:* T-shirts will be funded by the PTA for those students who make it to Galactic Hero.  
Whole tracking wall is in place for all students in Grades 1-5.

9/12/17 Lead Teacher and Administration will meet with 5th grade teachers to discuss current curriculum needs based on professional concerns and/or data.

Complete 06/08/2018

Kirsty Hughes

06/08/2018

*Notes:* Mrs. Hughes will collaborate with the grade level chair Kim Flippen, to discuss progress with the meetings.

9/12/17 Lead Teacher and Administration will meet with 4th grade teachers to discuss current curriculum needs based on professional concerns and/or data.

Complete 06/08/2018

Kirsty Hughes

06/08/2018

*Notes:* Mrs. Hughes will collaborate with the grade level chair, Christine Moss to discuss progress with the meetings.

9/12/17 Lead Teacher and Administration will meet with 3rd grade teachers to discuss current curriculum needs based on professional concerns and/or data.

Complete 06/08/2018

Kirsty Hughes

06/08/2018

*Notes:* Lead Teacher will meet with Christin Frank (Grade Chair).

|  |  |                     |               |            |
|--|--|---------------------|---------------|------------|
| 9/12/17  | Lead Teacher and Administration will meet with 2nd grade teachers to discuss current curriculum needs based on professional concerns and/or data.    | Complete 06/08/2018 | Kirsty Hughes | 06/08/2018 |
| <i>Notes:</i> Lead Teacher will meet with 2nd Grade team (Grade Chair: Johnna Safriet)   |  |                     |               |            |
| 9/12/17  | Lead Teacher and Administration will meet with 1st grade teachers to discuss current curriculum needs based on professional concerns and/or data.    | Complete 06/08/2018 | Kirsty Hughes | 06/08/2018 |
| <i>Notes:</i> Lead Teacher will work with grade level team (Grade Chair: Cynthia Brock)  |  |                     |               |            |
| 9/12/17  | Lead Teacher and Administration will meet with Kindergarten teachers to discuss current curriculum needs based on professional concerns and/or data. | Complete 06/08/2018 | Kirsty Hughes | 06/08/2018 |
| <i>Notes:</i> Lead Teacher will meet with Kindergarten Team (Grade Chair: Stephanie Leach)   |  |                     |               |            |
| 9/12/17  | Lead Teacher and Administration will meet with BEP/Specials teachers to discuss current curriculum needs based on professional concerns and/or data. | Complete 06/08/2018 | Kirsty Hughes | 06/08/2018 |
| <i>Notes:</i> Lead teacher/Principal will meet with special teachers (Weavil, Intel, Masterson, Ingram, Dobias, Leach)   |  |                     |               |            |
| 5/23/17  | Grades K-5 will homogeneously group students across the grade level for guided reading.  |                     | Ginger Crites | 01/31/2020 |
| <i>Notes:</i> Everyone is up and running! Ability grouping is also happening vertically for those students well-below and well-above reading.<br><br>April 2018: Grade 2 and Grade 5 are implementing this across their team. Other grades are working with their extreme (AGL and BGL) but still need encouragement to fully implement ability grouping across the whole grade level. |  |                     |               |            |
| 9/9/18   | Classroom teachers will utilize an updated data capture on specific students based on needs. Data captures will be discussed during PLT meetings.    |                     | Kirsty Hughes | 06/05/2022 |
| <i>Notes:</i>  |  |                     |               |            |

|                            |  |
|----------------------------|--|
| <b>Core Function:</b>      | <b>Dimension C - Professional Capacity</b> |
| <b>Effective Practice:</b> | <b>Talent recruitment and retention</b>    |

| 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> |       | The LEA/School has established a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff        | Full Implementation<br>10/04/2019 |             |             |

**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 |
|---|-------|--|-----------------------------------|---------------|-------------|
| <i>Initial Assessment:</i>              |       | <p>The school formally communicates with parents through interim reports, report cards, and mClass Home Connect letters. The principal sends a bi-monthly newsletter to parents which highlights different aspects of the curriculum (Principal change: done until January 2019). Teachers can communicate with parents about behavior through Class Dojo (optional) or through other online platforms. We take advantage of our interpreter for conferences and night programming. The school implements four Title 1 nights each school year as well as a Meet the Teacher event and a PTO Open House. Grade Level teams send out quarterly newsletters to all students. Administration sends out a weekly message via School Messenger. Leadership team has created a Google spreadsheet to monitor parental involvement and collect data for comparison. The media specialist maintains an updated school website with calendar details and upcoming events.</p> <p>NEW 2018-2019: all students have a communication folder (provided by the PTA) to send home daily messages between families and teachers.</p> | Limited Development<br>04/24/2017 |               |             |
| <i>How it will look when fully met:</i> |       | Communication efforts continue to be a priority for staff and faculty at Trinity Elementary. This year, teachers have been asked to reach out to parents with a positive call before the end of the first quarter. We  |                                   | Kirsty Hughes | 06/09/2021  |

|   |  |                     |                    |            |
|---|--|---------------------|--------------------|------------|
|   | continue to implement Student Data Notebooks with a focus this year on hosting one student led conference during the academic year.<br><br>2019-2020: This year we will implement two student shares across K-5. |                     |                    |            |
| <b>Actions</b>  |  | <b>5 of 6 (83%)</b> |                    |            |
| 5/23/17   | Grade-levels will create a quarterly curriculum newsletter to send home to communicate with parents what their child will be learning that quarter.  | Complete 04/03/2018 | Ginger Crites      | 04/03/2018 |
| <i>Notes:</i>   |  |                     |                    |            |
| 5/23/17   | 1st Quarter Parent-Teacher conferences (mandatory for all students)<br>3rd Quarter Parent-Teacher conferences mandatory for at-risk students (data from MOY and Data Captures)                                   | Complete 04/24/2018 | Ginger Crites      | 04/24/2018 |
| <i>Notes:</i> Schedules turned in to Administration. Documentation is also maintained in the Title 1 box.   |  |                     |                    |            |
| 5/23/17   | Title 1 Compacts   | Complete 06/08/2018 | Kirsty Hughes      | 06/08/2018 |
| <i>Notes:</i> All Compacts will be turned in for Title 1 documentation before or by May 9, 2018.  |  |                     |                    |            |
| 5/23/17   | All teachers will keep up-to-date parent logs  | Complete 06/13/2018 | Classroom Teachers | 06/13/2018 |
| <i>Notes:</i>   |  |                     |                    |            |
| 9/10/18   | Each grade level will implement a student led parent conference to allow students to share their individual data notebooks.  | Complete 06/07/2019 | Kirsty Hughes      | 06/07/2019 |
| <i>Notes:</i> One teacher from each of the K-2 teams visited student led conferences at Hopewell to see how they ran and the content of the notebooks. Teachers in grades K-2 observed data notebook shares at Hopewell Elementary. |  |                     |                    |            |
| 9/4/19  | All students in K-5 will be given the opportunity to share their data notebooks with an adult two times over the course of the year.   |                     | Kirsty Hughes      | 06/09/2021 |
| <i>Notes:</i>   |  |                     |                    |            |

|                            |              |   |                              |                    |                    |
|----------------------------|--------------|---|------------------------------|--------------------|--------------------|
| <b>Core Function:</b>      |              | <b>Dimension E - Families and Community</b>   |                              |                    |                    |
| <b>Effective Practice:</b> |              | <b>Community Engagement</b>   |                              |                    |                    |
|                            | <b>E2.01</b> | <b>Parent and/or Community representatives advise the School Leadership Team on matters related to family-school relations.(5188)</b> | <b>Implementation Status</b> | <b>Assigned To</b> | <b>Target Date</b> |

|   |   |                                   |                      |                   |
|---|---|-----------------------------------|----------------------|-------------------|
| <b>Initial Assessment:</b>              | Parent representatives are members of the School Improvement Teams and are invited to attend SIT meetings. The PTA board members are actively involved in the school through fundraisers, parent/student activities, evening events in the community, and Title 1 Nights. A parent representative will meet with the school Superintendent bi-monthly during the school year. | Limited Development<br>09/16/2019 |                      |                   |
| <b>How it will look when fully met:</b> | Parents regularly attend events at TES during the school year. Parent representatives will be active members of multiple committees at TES.   |                                   | <b>Ginger Crites</b> | <b>06/14/2021</b> |
| <b>Actions</b>                          |   | <b>2 of 7 (29%)</b>               |                      |                   |
| 9/16/19                                 | SIT parent representatives invited to attend the summer SIT retreat.  | Complete 08/05/2019               | Kirsty Hughes        | 08/25/2019        |
|   | <i>Notes:</i>   |                                   |                      |                   |
| 9/16/19                                 | A parent will be selected to attend parent Ambassadors for Education group with school system Superintendent.   | Complete 09/13/2019               | Ginger Crites        | 09/20/2019        |
|   | <i>Notes:</i>   |                                   |                      |                   |
| 9/16/19                                 | PTA will select "Out to Eat with the Bulldogs" events for the school year.  |                                   | Ashley Vickers       | 10/31/2019        |
|   | <i>Notes:</i> These events are scheduled by PTA   |                                   |                      |                   |
| 9/16/19                                 | PTA will host events (Muffins for Moms, Doughnuts with Dad, Goodies with Grands, and book fair breakfasts) during the school year to encourage adults to be present in the life of the students.  |                                   | Courtney Rabon       | 06/05/2020        |
|   | <i>Notes:</i> These events are planned and supported by PTA.  |                                   |                      |                   |
| 9/16/19                                 | Two parents will be selected to serve as parent representation on the School Improvement Team for following school year.  |                                   | Kirsty Hughes        | 06/05/2020        |
|   | <i>Notes:</i>   |                                   |                      |                   |
| 9/16/19                                 | PTA will plan and schedule skate nights and/or other events to encourage parents to participate with their student.   |                                   | Courtney Rabon       | 10/31/2020        |
|   | <i>Notes:</i> These events are scheduled by PTA   |                                   |                      |                   |
| 9/16/19                                 | The Title 1 Parent Engagement Committee will meet quarterly to share feedback collected from parent surveys and discuss ideas for the next parent event.  |                                   | Kirsty Hughes        | 05/01/2021        |
|   | <i>Notes:</i>   |                                   |                      |                   |



|   | E2.02  | The school provides a broad spectrum of communication to the community through meetings, announcements, newsletters, and a consistently updated website.(5189)   | Implementation Status             | Assigned To   | Target Date |
|---|--|--|-----------------------------------|---------------|-------------|
| <i>Initial Assessment:</i>              |  | As of August 2018, Trinity Elementary School provides communication to the community through newsletters, weekly calls, peach jar, and the school website. Classroom teachers use newsletters, computer/phone applications, phone calls to provide information to parents. The principal sends weekly phone call messages to families to highlight events. The school provides opportunities for the community to come for Title 1 Nights, PTA, and parent engagement. | Limited Development<br>09/10/2018 |               |             |
| <i>How it will look when fully met:</i> |  | The school will send a variety of communication through phone messages, newsletters, social media, an updated website, and meetings/events.  |                                   | Ginger Crites | 06/07/2021  |
| <b>Actions</b>                          |  |  | <b>8 of 10 (80%)</b>              |               |             |
| 9/10/18                                 | Create a school Twitter page   |  | Complete 10/12/2018               | Judi Cagle    | 12/15/2018  |
|   | <i>Notes:</i>  |  |                                   |               |             |
| 10/23/18                                | School Improvement Team members will select students who personify the spirit of a true TES bulldog. Selected students will be invited to "Bulldog Lunch with Leaders" event.  |  | Complete 03/11/2019               | Kim Flippen   | 03/11/2019  |
|   | <i>Notes:</i> Each classroom teacher will nominate two students to represent them at the Leadership Luncheon. Each classroom chose two student who personify the Bulldog spirit of TES. Names were collected at the SIT meeting on March 11. |  |                                   |               |             |
| 3/14/19                                 | Create and send "save the date" emails to all on the leadership list of potential guests.  |  | Complete 03/14/2019               | Kirsty Hughes | 03/22/2019  |
|   | <i>Notes:</i>  |  |                                   |               |             |
| 10/23/18                                | Collaborate with area schools, RCSS county office, PTA, CIS, Trinity Memorial United Methodist Church, Archdale Trinity Tax Council members, and RCSS School Board to identify area leaders to invite to "Bulldog Lunch with Leaders" event. |  | Complete 02/11/2019               | Ginger Crites | 03/27/2019  |
|   | <i>Notes:</i>  |  |                                   |               |             |
| 3/14/19                                 | Send out formal invitations to all RSVP's on the list of respondents. Guests will be invited to one of three slots (11:30, 12:00, 12:30).  |  | Complete 03/28/2019               | Ginger Crites | 04/05/2019  |
|   | <i>Notes:</i>  |  |                                   |               |             |

|                            |  |   |                                   |                    |                    |
|----------------------------|--|---|-----------------------------------|--------------------|--------------------|
| 10/23/18                   | Ms. Crites and Mrs. Hughes will meet with selected students prior to "Bulldog Lunch with Leaders" event. Discussion of questions to ask, meeting etiquette, and appropriate dress. | Complete 04/23/2019   | Ginger Crites                     | 04/23/2019         |                    |
| <i>Notes:</i>              |  |   |                                   |                    |                    |
| 9/10/18                    | Host a "Bulldog Lunch with Leaders" event for students to interact with community leaders.   | Complete 04/25/2019   | Ginger Crites                     | 04/25/2019         |                    |
| <i>Notes:</i>              |  |   |                                   |                    |                    |
| 4/29/19                    | School Facebook and Instagram will be updated monthly with current events and information  |   | Stephanie Leach                   | 06/05/2020         |                    |
| <i>Notes:</i>              |  |   |                                   |                    |                    |
| 4/29/19                    | School website will be updated monthly with current events and highlights. Pictures of student/staff will be updated as well.  | Complete 09/05/2019   | Stephanie Leach                   | 06/05/2020         |                    |
| <i>Notes:</i>              |  |   |                                   |                    |                    |
| 4/29/19                    | Host "Bulldog Lunch with Leaders" event annually. Reflect on previous year's luncheon and make necessary changes.  |   | Ginger Crites                     | 03/31/2021         |                    |
| <i>Notes:</i>              |  |   |                                   |                    |                    |
|                            | <b>E2.04</b>   | <b>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)</b>   | <b>Implementation Status</b>      | <b>Assigned To</b> | <b>Target Date</b> |
| <i>Initial Assessment:</i> |  | <p>In 2019 we hosted our first Lunch with Leaders event, inviting members of the community to eat and share their roles with our K-5 students.</p> <p>We have a Grades 3-5 Student Council. The student council members work hard to meet the needs of the local community.</p> <p>Communities in Schools (CIS) are active in TES and provide school supplies and volunteers for many of our students to share their time with.</p> <p>We have an active PTA at Trinity Elementary who organize many events and fundraisers for the school.</p> <p>Our 2nd and 5th Grade students take part in the CARE and DARE program provided by RC Sheriff's department.</p> <p>The school hosts a K-5 Heritage Arts day which promotes arts in the community.</p> | Limited Development<br>09/16/2019 |                    |                    |

|   |  |                    |                   |                   |
|---|--|--------------------|-------------------|-------------------|
|   | <p>The school partners with the High Point/Thomasville baseball team, the Hi-Toms, to promote reading across the school.</p> <p>Trinity High School football players, cheerleaders, and theater department work with our safety patrol weekly for car and bus riders line.</p> <p>Trinity High School ROTC trains 5th Grade flag patrol on flag etiquette.</p> |                    |                   |                   |
| <b>How it will look when fully met:</b> | When complete the school will have a multitude of volunteer opportunities for community members, families, staff, and students to participate in. Throughout the year, the school will partner with the community to enhance the learning experience of our students as global citizens.   |                    | <b>Karen Rice</b> | <b>05/01/2021</b> |
| <b>Actions</b>                          |  | <b>0 of 5 (0%)</b> |                   |                   |
| 9/17/19                                 | The school will host an annual Lunch with Leaders event.   |                    | Ginger Crites     | 05/01/2020        |
|   | <i>Notes:</i>  |                    |                   |                   |
| 9/17/19                                 | The school will partner with the Hi-Toms on reading incentives across K-5.   |                    | Stephanie Leach   | 06/09/2020        |
|   | <i>Notes:</i>  |                    |                   |                   |
| 9/17/19                                 | The school will organize an annual Heritage Arts day for K-5 students.   |                    | Brian Barfield    | 04/03/2021        |
|   | <i>Notes:</i>  |                    |                   |                   |
| 9/17/19                                 | 5th Grade science will create a community garden.  |                    | Gina Hicks        | 06/06/2021        |
|   | <i>Notes:</i> Vegetables grown in the garden will be donated to COAT.  |                    |                   |                   |
| 9/17/19                                 | Student Council will plan events to directly benefit the community.  |                    | Debbie Dennis     | 06/09/2021        |
|   | <i>Notes:</i>  |                    |                   |                   |





## NCStar/SIP Mandatory Components

School Name: Trinity Elementary School

School Year: 2019-2020

### Duty-Free Lunch

A duty-free lunch period will be provided for every teacher on a daily basis or as otherwise approved by the School Improvement Team. Please describe the plan below.

Trinity Elementary School is requesting a waiver for duty-free lunch period for supervision and safety of all students. – Classroom teachers do not have morning duties. Afternoon duties occur on a 5 week rotation.

### Duty-Free Instructional Planning

Duty-free instructional planning will be provided for every full-time assigned classroom teacher, with the goal of providing an average of at least five hours of planning time per week. Please describe the plan below.

Classroom teachers have 50 minutes of daily planning time and 90 minutes of vertical planning time each week for a total of 5 hours 40 minutes of duty-free instructional planning each week.

### Transition Plan for At-Risk Students

- Elementary to Middle School
- Middle School to High School

Please describe transition plan below.

Vertical Principal visits between middle and elementary school. Braxton Craven Middle School Principal visits Trinity Elementary school twice a year. Title 1 Parent Transition Night includes a visit from Braxton Craven Middle School staff to talk to rising 6<sup>th</sup> grade families and students. TES Guidance Counselor meets with Braxton Craven Middle School Counselor.