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How To Use This Template	
General Information	This Word document is the addendum to your school improvement plan. This document contains NCDPI's required school improvement plan components that are not included in NCStar. Please note the template has several pages and includes samples for some forms. Pages with a yellow star in the upper right corner require your input.
SIT Membership & Voting	Complete cells outlined in red and fill in all content control boxes. General Statute §115C-105.27(c): Support among affected staff members is essential to successful implementation of a school improvement plan to address improved student performance at a school. The principal of the school shall present the proposed school improvement plan to all of the principals, assistant principals, instructional personnel, instructional support personnel, and teacher assistants assigned to the school building for their review and vote. The vote shall be by secret ballot. The principal shall submit the school improvement plan to the local board of education only if the proposed school improvement plan has the approval of a majority of the staff who voted on the plan.
Title II	Complete each cell outlined in red and all content control boxes. Refer to the SAMPLE Title II Plan located on page 5 for examples.
SAMPLE Title II Plan	Refer to this SAMPLE Title II Plan when developing your plan on page 3. No action required for the sample itself.
District Wide Components	Complete information requested in order to meet policy requirements for school improvement plans regarding duty free lunch, planning time, participation in PBIS, and parental involvement.
Title I Schoolwide Assurances	Title I Schools Only: The required Title I schoolwide components are listed in this tab. <i>No action required.</i>

School Improvement Team Voting

LEA or Charter Name/Number: Cumberland County Schools - 260

School Name: Howard Hall Elementary

School Number: 366

Plan Year(s): 2019-2020

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

For: 54

#Against: 0

Percentage For: 100%

Date Approved by Vote: August 21, 2019

School Improvement Team Membership

From GS §115C-105.27: "The principal of each school, representatives of the assistant principals, instructional personnel, instructional support personnel, and teacher assistants assigned to the school building, and parents of children enrolled in the school shall constitute a school improvement team to develop a school improvement plan to improve student performance. Representatives of the assistant principals, instructional personnel, instructional support personnel, and teacher assistants shall be elected by their respective groups by secret ballot. Unless the local board of education has adopted an election policy, parents shall be elected by parents of children enrolled in the school in an election conducted by the parent and teacher organization of the school or, if none exists, by the largest organization of parents formed for this purpose. Parents serving on school improvement teams shall reflect the racial and socioeconomic composition of the students enrolled in that school and shall not be member of the building-level staff."

Committee Position*	Name	Year Elected
Principal	Erica Fenner-McAdoo	2017
Assistant Principal	Elizabeth Blue	2017
Teacher Representative	Jacqueline Rhodes	2019
Inst. Support Representative	Quantisha Spencer	2019
Teacher Assistant Representative	Denise Miller	2019
Parent Representative	Tonja Jones	2019
Additional Representative	Tiffany Armfield	2019
Additional Representative	Karla Zuniga	2019
Additional Representative	Rosemarie Vasquez	2019
Additional Representative	Tammy Bernier	2019
Additional Representative	Charlene McLaurin	2019
Additional Representative	Elaine Frangakis	2019
Additional Representative	Ava Pupuhi	2019
Additional Representative	Angelena Owens	2019
Additional Representative	Polly Lusk	2019
Additional Representative	Jennifer Simmons	
Additional Representative		
Additional Representative		
Additional Representative		

*Add to list as needed. Each group may have more than one representative.

Title II Plan

Instructions: Complete each cell highlighted in red (content controls will also appear in red when you hover the cursor over them). Refer to the SAMPLE Title II Plan located on page 5 for examples.

School: Howard Hall Elementary
 Year: 2019-2020

Description of the Plan

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

Total Allocation:	AMOUNT 1,352.00
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Budget Breakdown

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

Staff Development 1

SIT Retreat: To complete a comprehensive overview of our school to include instructional goals, budget, processes, and policies.

	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Personnel:	SIT Team	500.00
Training Materials:		
Registration/Fees:		
Travel:		
Mileage/Airfare:		
Lodging/Meals:		350.00
Consulting Services:		
Follow-up Activities:		
	Total for staff development 1:	850.00

Budget Breakdown

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

Staff Development 2

	<u>DESCRIPTION</u>	<u>AMOUNT</u>
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Personnel:		
Training Materials:		
Registration/Fees:		
<u>Travel:</u>		
Mileage/Airfare:		
Lodging/Meals:		
Consulting Services:		
Follow-up Activities:		
	Total for staff development 2:	
	Grand Total	

SAMPLE Title II Plan

School: XYZ School

Year: 2019-2020

Description of the Plan

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

Budget Amount

AMOUNT

Total Allocation:

\$5,000

Budget Breakdown

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

Staff Development 1

The purpose of the staff development is to allow teacher time to analyze various types of data to improve targeted teaching, remediation groups, and differentiation. This staff development will take place during the regular school day.

DESCRIPTION

AMOUNT

Personnel: 4 subs x \$75.00 per day for one day

\$300.00

Training Materials:

\$0.00

Registration/Fees:

\$0.00

Travel:

Mileage/Airfare:

\$0.00

Lodging/Meals:

\$0.00

Consulting Services:

\$0.00

Follow-up Activities:

\$0.00

Total for staff development 1:

\$300.00

Budget Breakdown

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

Staff Development 2

We will be bringing in Ms. Skilled Presenter to instruct our staff to effectively utilize the XYZ teaching strategy. This training will take place over two days during teacher planning times.

	DESCRIPTION	AMOUNT
Personnel:		\$0.00
Training Materials:		\$250.00
Registration/Fees:		\$0.00
Travel:		
Mileage/Airfare:		\$350.00
Lodging/Meals:		\$150.00
Consulting Services:		\$1,000.00
Follow-up Activities:		\$0.00
	Total for staff development 2:	\$1,750
	Grand Total	\$2,050

District Wide Components

Duty Free Lunch	Please indicate if your School Improvement Team vote for your teachers to have duty free lunch by indicating yes (Y) or no (N) in the box to the right.	No
Duty Free Planning Time	Please describe approximately how much planning time your teachers have during a week: Each teacher has a 45 minute planning each day, Monday-Friday. The students are in resource during this time. Mondays are reserved for PLC meetings during resource time but is considered a planning.	
PBIS School	Please indicate if your school is currently a PBIS school by indicating yes (Y) or no (N) in the box to the right:	Yes
PBIS rating from previous year	Please indicate your most recent PBIS assessment rating (Green Ribbon, Model, or Exemplar) if applicable in the box to the right:	Model
Parental/Family Engagement	<p>Please describe your parent/family engagement plan briefly (i.e. dates or frequency of parent events, P/T conferences, PTA meetings, etc.):</p> <p>Open House Curriculum Night/PTA/House Meeting- September 26, 2019 Parent Teacher Conferences- formally twice a year October and January All Pro Dads Meetings (once a month) Freddy's Sprit Night (6 times a year) El Burrito Spirit Night Awards Day Quarterly Military Breakfast Grandparents Day Mother/Son, Father/Daughter Sweetheart Dance Formal PTA meetings (3 times a year) Science Fair Night EOG Night RTA Night (3rd Grade Parents) Kindergarten and 5th Grade graduation Winter and Spring Concerts</p>	

<p>Safe and Orderly Schools</p>	<p>The Cumberland County School System (CCS) has a commitment to excellence in providing a safe and healthy workplace. Safety of employees and students must be given first priority in every activity. To that end, all our employees have access to our district Safety Manual and Crisis Management Handbook on the CCS intranet. The Safety Manual is provided to help schools insure their day to day practices are in line with best safety practices, prepare for events that can be better managed with a safety plan, and outline protocols for handling potentially hazardous materials in our schools. Although a crisis is an event that is extraordinarily and cannot be predicted, the Crisis Management Handbook was prepared to provide the principal and the local crisis team a quick reference guide of procedures to follow when a crisis occurs that affects the school.</p>
<p>Review of the SIP plan and notification of changes</p>	<p>As part of our continuous improvement process, all schools create 2 year School Improvement plans. At the end of the first year of the plan and once test scores are received, the School Improvement Team will review both academic and organizational goals and make changes as needed. The superintendent's designee will be informed when the plan has changed.</p>

Title I Schoolwide Components

The required Title I schoolwide components listed below are implemented and assurance documentation is available at all identified Title I school sites.

Comprehensive Needs Assessment: The comprehensive needs assessment begins the process for planning/reviewing the schoolwide program. The school must gather data about the school, its population (students, teachers, and community), the areas of strength and weakness in terms of student achievement, and other data necessary to understand what should be the focus of the school improvement plan.

Schoolwide reform strategies: Instructional strategies and initiatives in the comprehensive plan must be based on scientifically based research, strengthen the core academic program, increase the quality and quantity of learning time, and address the learning needs of all students in the school.

Instruction by highly qualified teachers: High poverty, low-performing schools are sometimes staffed with disproportionately high numbers of teachers who are not highly qualified. To address the disproportionality, the ESEA requires that all teachers of core academic subjects and instructional paraprofessionals (employees of a LEA who provide instructional support) in a schoolwide program school meet with qualifications required by section 1119. Student achievement increases in schools where teaching and learning have the highest priority and students achieve at higher levels when taught by teachers who know their subject matter and are skilled in teaching it.

High-quality and ongoing professional development: Teachers and other staff in schoolwide program schools must be equipped to face the challenge of helping all students meet the State's academic achievement standards. To do this, they must be familiar with the goals and objectives of the schoolwide plan, and receive the sustained, high-quality professional development required to implement them. The statute requires that professional development be extended, as appropriate, to those who partner with teachers to support student achievement, such as principals, paraprofessionals, and parents.

Strategies to increase parental/family engagement: Research continues to demonstrate that successful schools have significant and sustained levels of parental/family engagement. Therefore, it is important that schoolwide plans contain strategies to involve parents/families in the school community. Additionally, state law requires parent representation on every school's improvement team, and federal requirements specify that each school must develop: 1) an approach for communication with parents/families, 2) activities to involve parents/families, and 3) an approach for training parents/families to better understand how to help their children excel in school.

Strategies to attract highly qualified teachers to high-needs schools: Although recruiting and retaining highly qualified teachers is an ongoing challenge in high poverty schools, low-performing students in these schools have a special need for excellent teachers. Therefore, the schoolwide plan should describe the strategies it will use to attract and retain highly qualified teachers.

Plans for assisting preschool students in the successful transition from early childhood programs to local elementary schoolwide programs: This component emphasizes the value of creating a coherent and seamless educational program for at-risk students. Early childhood programs provide a foundation for later academic success, and effective schoolwide programs capitalize on this strong start.

Measures to include teachers in decisions regarding the use of academic assessments: In addition to State assessment results, teachers need current and ongoing assessment data that describe student achievement. These data often come from less formal assessments such as observation, performance assessments, or end-of-course tests. The schoolwide program should provide teachers with professional development that increases their understanding of the appropriate uses of multiple assessment measures and how to use assessment results to improve instruction.

Activities to ensure that students who experience difficulty attaining proficiency receive effective and timely additional assistance: The schoolwide program school must identify students who need additional learning time to meet standards and provide them with timely additional assistance that is tailored to their needs. This assistance must be available to all students in the school who need it.

Coordination and integration of Federal, State, and local services and programs: Schoolwide program schools are expected to use the flexibility available to them to integrate services and programs with the aim of upgrading the entire educational program and helping all students reach proficient and advanced levels of achievement. In addition to coordinating and integrating services, schoolwide program schools may combine most Federal, State, and local funds to provide those services. Exercising this option maximizes the impact of the resources available to carry out the schoolwide program.