

2015-16 Final Plan for KDE
Comprehensive School Improvement
Plan

Cartmell Elementary

Carroll County

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TABLE OF CONTENTS

Overview	1
Goals Summary	2
Goal 1: 15-16 Cartmell Elementary will increase the combined reading and math K-Prep scores from 38.4% in 2014-15 to 50.9% by 2015-16.....	3
Goal 2: 15-16 Increase the combined reading and math performance by GAP students on KPrep from 31.2 to 45.1 . . .	6
Goal 3: Incease academic achievement in on-demand writing.....	7
Goal 4: 2015-16 Cartmell Elementary will promote, facilitate and improve parent and community involvement.	7
Goal 5: 2015-16 Increase staff and student attendance	9
Goal 6: 2015-16 Cartmell Elementary will decrease novice percentage from 29% to 19% in reading.....	9
Goal 7: 2015-16 Cartmell Elementary will decrease novice percentage from 28% to 18% in math.....	10
Activity Summary by Funding Source.....	12

Overview

Plan Name

2015-16 Final Plan for KDE Comprehensive School Improvement Plan

Plan Description

Goals Summary

The following is a summary of the goals encompassed in this plan. The details for each goal are available in the next section.

#	Goal Name	Goal Details	Goal Type	Total Funding
1	15-16 Cartmell Elementary will increase the combined reading and math K-Prep scores from 38.4% in 2014-15 to 50.9% by 2015-16..	Objectives: 2 Strategies: 3 Activities: 6	Academic	\$0
2	15-16 Increase the combined reading and math performance by GAP students on KPrep from 31.2 to 45.1	Objectives: 1 Strategies: 2 Activities: 2	Academic	\$0
3	Increase academic achievement in on-demand writing.	Objectives: 1 Strategies: 1 Activities: 3	Academic	\$0
4	2015-16 Cartmell Elementary will promote, facilitate and improve parent and community involvement	Objectives: 1 Strategies: 2 Activities: 4	Organizational	\$1200
5	2015-16 Increase staff and student attendance	Objectives: 1 Strategies: 2 Activities: 2	Organizational	\$0
6	2015-16 Cartmell Elementary will decrease novice percentage from 29% to 19% in reading.	Objectives: 1 Strategies: 2 Activities: 2	Academic	\$750
7	2015-16 Cartmell Elementary will decrease novice percentage from 28% to 18% in math.	Objectives: 1 Strategies: 2 Activities: 2	Academic	\$750

Goal 1: 15-16 Cartmell Elementary will increase the combined reading and math K-Prep scores from 38.4% in 2014-15 to 50.9% by 2015-16..

Measurable Objective 1:

A 25% increase of All Students will demonstrate a proficiency increase in Reading by 10/14/2016 as measured by KPREP.

(shared) Strategy 1:

Improve Effectiveness of PLC Teams - Coaching of team leads, monitoring and providing feedback, assisting team leads in both planning and leading PLCs, and gradually releasing PLC work as they demonstrate success with the process.

Category: Professional Learning & Support

Activity - Focus on 4 corollary questions	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Work with PLC leads to create agendas that are focused on the 4 questions and assist them in leading meeting as necessary	Professional Learning	09/08/2015	08/15/2016	\$0	No Funding Required	Principal, assistant principal, and instructional coach
Activity - Monitoring and Feedback	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Creating a monitor/feedback rubric for effective PLC implementation. Providing feedback on PLC implementation and processes.	Professional Learning	08/24/2015	12/13/2015	\$0	No Funding Required	Principal, assistant principal, and instructional coach
Activity - Coaching Session	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Monthly team lead coaching sessions on effective PLCs.	Professional Learning	09/02/2015	08/15/2016	\$0	No Funding Required	Principal, assistant principal, and instruction coach

(shared) Strategy 2:

Guaranteed and Viable Curriculum - Pacing guides and curriculum will be created for the new program and implementation monitoring and feedback will be conducted.

Category: Learning Systems

Activity - Pacing Guides and Curriculum Map	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible

2015-16 Final Plan for KDE Comprehensive School Improvement Plan

Cartmell Elementary

Create pacing guides and curriculum maps for language arts.	Other - Curriculum learning and support, Professional Learning	10/19/2015	10/14/2016	\$0	No Funding Required	Grade level teachers
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Activity - Program Implementation Monitoring and Feedback	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Create a monitoring/feedback rubric for implementation of program components	Policy and Process	10/12/2015	10/14/2016	\$0	No Funding Required	Principal, assistant principal, and instructional coach

(shared) Strategy 3:

Increase student accountability - Students will be held accountable for producing quality work. A systematic process for using non-instructional time will be created and parent contacts will be made to make sure all students are completing quality work.

Category: Learning Systems

Activity - System to Hold Students Accountable	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Create a system to hold students accountable for missing, incomplete, or substandard work through use of non-instructional block of time.	Policy and Process	11/30/2015	02/01/2016	\$0	No Funding Required	Principal, assistant principal, instructional coach, and teacher group

Measurable Objective 2:

A 25% increase of All Students will demonstrate a proficiency increase in Mathematics by 10/14/2016 as measured by KPREP.

(shared) Strategy 1:

Improve Effectiveness of PLC Teams - Coaching of team leads, monitoring and providing feedback, assisting team leads in both planning and leading PLCs, and gradually releasing PLC work as they demonstrate success with the process.

Category: Professional Learning & Support

Activity - Focus on 4 corollary questions	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Work with PLC leads to create agendas that are focused on the 4 questions and assist them in leading meeting as necessary	Professional Learning	09/08/2015	08/15/2016	\$0	No Funding Required	Principal, assistant principal, and instructional coach

2015-16 Final Plan for KDE Comprehensive School Improvement Plan

Cartmell Elementary

Activity - Monitoring and Feedback	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Creating a monitor/feedback rubric for effective PLC implementation. Providing feedback on PLC implementation and processes.	Professional Learning	08/24/2015	12/13/2015	\$0	No Funding Required	Principal, assistant principal, and instructional coach

Activity - Coaching Session	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Monthly team lead coaching sessions on effective PLCs.	Professional Learning	09/02/2015	08/15/2016	\$0	No Funding Required	Principal, assistant principal, and instruction coach

(shared) Strategy 2:

Guaranteed and Viable Curriculum - Pacing guides and curriculum will be created for the new program and implementation monitoring and feedback will be conducted.

Category: Learning Systems

Activity - Pacing Guides and Curriculum Map	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Create pacing guides and curriculum maps for language arts.	Other - Curriculum learning and support, Professional Learning	10/19/2015	10/14/2016	\$0	No Funding Required	Grade level teachers

Activity - Program Implementation Monitoring and Feedback	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Create a monitoring/feedback rubric for implementation of program components	Policy and Process	10/12/2015	10/14/2016	\$0	No Funding Required	Principal, assistant principal, and instructional coach

(shared) Strategy 3:

Increase student accountability - Students will be held accountable for producing quality work. A systematic process for using non-instructional time will be created and parent contacts will be made to make sure all students are completing quality work.

Category: Learning Systems

Activity - System to Hold Students Accountable	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
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Create a system to hold students accountable for missing, incomplete, or substandard work through use of non-instructional block of time.	Policy and Process	11/30/2015	02/01/2016	\$0	No Funding Required	Principal, assistant principal, instructional coach, and teacher group
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Goal 2: 15-16 Increase the combined reading and math performance by GAP students on KPrep from 31.2 to 45.1

Measurable Objective 1:

A 25% increase of Students with Disabilities students will demonstrate a proficiency increase in Reading by 10/14/2016 as measured by KPREP.

Strategy 1:

Response to Intervention - Analyzing data for and making changes to instruction to improve academic achievement.

Category: Learning Systems

Activity - Review of GAP performance	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Analyze student achievement by GAP groups. Modify instructional model based on GAP student data.	Academic Support Program	12/11/2015	10/14/2016	\$0	No Funding Required	Intervention and classroom teacher

Strategy 2:

Co-teaching - School teams will be trained from year to year. This will support Cartmell by having trained personnel to continue training new teachers from year to year to sustain work with co-teaching. This will assist GAP students with regular education curriculum and remain in their regular classroom more time during the day.

Category: Learning Systems

Activity - Differentiation of instruction	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Observe co-teaching models that are exemplary throughout the year. Determine the strengths of staff and assign accordingly to best serve the needs of GAP students.	Academic Support Program	10/12/2015	10/14/2016	\$0	No Funding Required	Internal and external co-teaching for GAP closure coaches, principal, and instructional coach

Goal 3: Increase academic achievement in on-demand writing.

Measurable Objective 1:

70% of All Students will demonstrate a proficiency in on-demand in Writing by 10/14/2016 as measured by KPREP .

Strategy 1:

Data Analysis - Teachers will meet as grade level PLCs and collaborative score student work to calibrate expectations, analyze student work samples to determine grade level strengths and weaknesses, and then create a monthly writing focus plan.

Category: Learning Systems

Activity - Collaborative Scoring	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Collaborative score student work samples to calibrate expectations.	Professional Learning	09/28/2015	10/14/2016	\$0	No Funding Required	Instructional coach and teachers
Activity - Analyze student work samples	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Analyze student work samples to determine student strengths and areas for growth.	Professional Learning	09/28/2015	10/14/2016	\$0	No Funding Required	Instructional coach and teachers
Activity - Grade level writing focus plan	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Create a grade level writing focus plan after each on-demand data analysis.	Academic Support Program, Professional Learning	09/28/2015	10/14/2016	\$0	No Funding Required	Instructional coach and teachers

Goal 4: 2015-16 Cartmell Elementary will promote, facilitate and improve parent and community involvement

Measurable Objective 1:

collaborate to improve parent and community involvement by creating opportunities for these stakeholders to learn about the school and academic skills by 10/14/2016 as measured by comparison data through surveys, event/school sign in logs, and volunteer hours.

2015-16 Final Plan for KDE Comprehensive School Improvement Plan

Cartmell Elementary

Strategy 1:

Come Learn Us Better Events - C.L.U.B.-Come Learn Us Better events. Events will be held throughout the year to provide opportunities for stakeholders to learn about programs, strategies, standards based grading, and etc. These events will provide information about what is going on with teaching and learning as well as information on how to use various strategies at home.

Category: Stakeholder Engagement

Activity - Content area CLUB nights	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Schedule club nights based on content areas of reading and math. Highlights will be programs, skills, and strategies.	Community Engagement, Parent Involvement	09/25/2015	10/14/2016	\$900	District Funding	Barrier reduction committee

Activity - Standards Based Grading and Mastery Connect	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Schedule club nights on standards based grading. Use of Mastery Connect for mastery tracking. Parent access for Mastery Connect.	Community Engagement, Parent Involvement	10/30/2015	10/14/2016	\$300	Other	Barrier reduction committee

Strategy 2:

Maintain accurate communication with families and community members. - Stakeholders will be kept informed through use of a variety of communication methods.

Category: Stakeholder Engagement

Activity - Technology Communication	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Use website, Facebook, One Call, and email to communicate and assimilate information to stakeholders.	Community Engagement, Parent Involvement	09/28/2015	10/14/2016	\$0	No Funding Required	Barrier reduction committee, administration, and teachers

Activity - Signage and newsletters	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Use school signage and newsletters to communicate and assimilate information to stakeholders.	Community Engagement, Parent Involvement	09/18/2015	10/14/2016	\$0	No Funding Required	All staff members

Goal 5: 2015-16 Increase staff and student attendance

Measurable Objective 1:

demonstrate a behavior of increasing student and staff attendance to 96% by 05/27/2016 as measured by student and staff attendance reports.

Strategy 1:

Staff and student attendance incentive - A incentive will be created for staff and students receiving perfect attendance each month.

Category: Stakeholder Engagement

Activity - Monthly drawing	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Hold a drawing where one staff member and one student with perfect attendance for the month will receive a reward.	Behavioral Support Program	11/02/2015	05/31/2016	\$0	No Funding Required	Administration

Strategy 2:

Student/Staff Attendance Comparison - Create a visual display in the hallway with monthly student and staff attendance on it.

Category: Stakeholder Engagement

Activity - Attendance display	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Track student and staff attendance percentages and display them in the hallway.	Behavioral Support Program	08/10/2015	05/30/2016	\$0	No Funding Required	Principal

Goal 6: 2015-16 Cartmell Elementary will decrease novice percentage from 29% to 19% in reading.

Measurable Objective 1:

10% of All Students will increase student growth to decrease novice in Reading by 10/14/2016 as measured by KPREP.

Strategy 1:

RTI - Novice students will receive 60-90 minutes of reading intervention per day.

Category: Learning Systems

2015-16 Final Plan for KDE Comprehensive School Improvement Plan

Cartmell Elementary

Activity - Champion Block/RTI Time	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
45 minutes built into the schedule for reading intervention based on student needs. Examples: Seeing Stars, Visualizing and Verbalizing, Read Naturally, Small group guided reading	Academic Support Program	09/01/2015	05/02/2016	\$0	No Funding Required	Administration, teachers, instructional assistants

Strategy 2:

ESS - ESS funds will be used for reading intervention after school.

Category: Learning Systems

Activity - Close Reading in Context and Sight Word Practice	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Students will practice close reading in context and sight word practice after school with a certified teacher.	Academic Support Program	01/11/2016	05/02/2016	\$750	Title I Schoolwide	Principal and teachers

Goal 7: 2015-16 Cartmell Elementary will decrease novice percentage from 28% to 18% in math.

Measurable Objective 1:

10% of All Students will increase student growth to decrease novice in Mathematics by 10/14/2016 as measured by KPREP.

Strategy 1:

RTI - Students will receive extra practice in math fluency.

Category: Learning Systems

Activity - Fluency	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Students will participated in 30 minutes of math fluency time where they will work on sprints and application problems. Students will work on Math Facts in a Flash at their own pace.	Academic Support Program	09/01/2015	05/02/2016	\$0	No Funding Required	Classroom teachers and support staff

Strategy 2:

ESS - Students will participate in after school math fluency practice.

Category: Learning Systems

Activity - Fluency Practice	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
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2015-16 Final Plan for KDE Comprehensive School Improvement Plan

Cartmell Elementary

Students will work on math fluency after school with a certified teacher.	Behavioral Support Program	01/11/2016	05/02/2016	\$750	Title I Schoolwide	ESS teachers
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Activity Summary by Funding Source

Below is a breakdown of your activities by funding source

District Funding

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Content area CLUB nights	Schedule club nights based on content areas of reading and math. Highlights will be programs, skills, and strategies.	Community Engagement, Parent Involvement	09/25/2015	10/14/2016	\$900	Barrier reduction committee
Total					\$900	

Title I Schoolwide

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Close Reading in Context and Sight Word Practice	Students will practice close reading in context and sight word practice after school with a certified teacher.	Academic Support Program	01/11/2016	05/02/2016	\$750	Principal and teachers
Fluency Practice	Students will work on math fluency after school with a certified teacher.	Behavioral Support Program	01/11/2016	05/02/2016	\$750	ESS teachers
Total					\$1500	

No Funding Required

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Pacing Guides and Curriculum Map	Create pacing guides and curriculum maps for language arts.	Other - Curriculum learning and support, Professional Learning	10/19/2015	10/14/2016	\$0	Grade level teachers
Monthly drawing	Hold a drawing where one staff member and one student with perfect attendance for the month will receive a reward.	Behavioral Support Program	11/02/2015	05/31/2016	\$0	Administration

2015-16 Final Plan for KDE Comprehensive School Improvement Plan

Cartmell Elementary

Coaching Session	Monthly team lead coaching sessions on effective PLCs.	Professional Learning	09/02/2015	08/15/2016	\$0	Principal, assistant principal, and instructional coach
Champion Block/RTI Time	45 minutes built into the schedule for reading intervention based on student needs. Examples: Seeing Stars, Visualizing and Verbalizing, Read Naturally, Small group guided reading	Academic Support Program	09/01/2015	05/02/2016	\$0	Administration, teachers, instructional assistants
Analyze student work samples	Analyze student work samples to determine student strengths and areas for growth.	Professional Learning	09/28/2015	10/14/2016	\$0	Instructional coach and teachers
Fluency	Students will participated in 30 minutes of math fluency time where they will work on sprints and application problems. Students will work on Math Facts in a Flash at their own pace.	Academic Support Program	09/01/2015	05/02/2016	\$0	Classroom teachers and support staff
Review of GAP performance	Analyze student achievement by GAP groups. Modify instructional model based on GAP student data.	Academic Support Program	12/11/2015	10/14/2016	\$0	Intervention and classroom teacher
Attendance display	Track student and staff attendance percentages and display them in the hallway.	Behavioral Support Program	08/10/2015	05/30/2016	\$0	Principal
Monitoring and Feedback	Creating a monitor/feedback rubric for effective PLC implementation. Providing feedback on PLC implementation and processes.	Professional Learning	08/24/2015	12/13/2015	\$0	Principal, assistant principal, and instructional coach
Program Implementation Monitoring and Feedback	Create a monitoring/feedback rubric for implementation of program components	Policy and Process	10/12/2015	10/14/2016	\$0	Principal, assistant principal, and instructional coach
Technology Communication	Use website, Facebook, One Call, and email to communicate and assimilate information to stakeholders.	Community Engagement, Parent Involvement	09/28/2015	10/14/2016	\$0	Barrier reduction committee, administration, and teachers
System to Hold Students Accountable	Create a system to hold students accountable for missing, incomplete, or substandard work through use of non-instructional block of time.	Policy and Process	11/30/2015	02/01/2016	\$0	Principal, assistant principal, instructional coach, and teacher group

2015-16 Final Plan for KDE Comprehensive School Improvement Plan

Cartmell Elementary

Differentiation of instruction	Observe co-teaching models that are exemplary throughout the year. Determine the strengths of staff and assign accordingly to best serve the needs of GAP students.	Academic Support Program	10/12/2015	10/14/2016	\$0	Internal and external co-teaching for GAP closure coaches, principal, and instructional coach
Signage and newsletters	Use school signage and newsletters to communicate and assimilate information to stakeholders.	Community Engagement, Parent Involvement	09/18/2015	10/14/2016	\$0	All staff members
Grade level writing focus plan	Create a grade level writing focus plan after each on-demand data analysis.	Academic Support Program, Professional Learning	09/28/2015	10/14/2016	\$0	Instructional coach and teachers
Focus on 4 corollary questions	Work with PLC leads to create agendas that are focused on the 4 questions and assist them in leading meeting as necessary	Professional Learning	09/08/2015	08/15/2016	\$0	Principal, assistant principal, and instructional coach
Collaborative Scoring	Collaborative score student work samples to calibrate expectations.	Professional Learning	09/28/2015	10/14/2016	\$0	Instructional coach and teachers
Total					\$0	

Other

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Standards Based Grading and Mastery Connect	Schedule club nights on standards based grading. Use of Mastery Connect for mastery tracking. Parent access for Mastery Connect.	Community Engagement, Parent Involvement	10/30/2015	10/14/2016	\$300	Barrier reduction committee
Total					\$300	