

## Comprehensive Progress Report

**Mission:**

Mission Statement: Leading With Purpose.

We believe that leadership recognized, is leadership created. This applies to all stakeholders.

Our unified vision is for all staff members to increase their teacher credibility and collective efficacy so that we continue to build on our established school culture. Sardis staff will work together to impact student learning and ignite a common mindset where students feel valued and a sense of belonging. Professional Learning Communities (PLC) will be the living, breathing organism that encompasses our school working as a WHOLE and not as individuals.

**Vision:**

Students will reap the benefits of cohesiveness, and together will build life skills for the future. Teachers will practice restorative measures to ensure the well-being of students and provide a safe environment.

**Goals:**

By June of 2024, as measured by our performance composite scores, Sardis Elementary School will increase our school performance grade score for 3rd through 5th grades by 5% points from 65 to 70.

All ML students will receive quality instruction from all teachers/staff to meet individual projected goals (precents/points vary) on WIDA.

By June of 2024, Office Referral in Educator Handbook will decrease from 83 to 64, so that all students will feel safe to learn and grown in the school environment.

By June of 2024, according to mClass composite scores, 70% of students in grades Kindergarten through 2nd Grade will be proficient (green or blue).



! = Past Due Objectives

KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Curriculum and instructional alignment			
	A2.13	Units of instruction include standards-based objectives and criteria for mastery.(5103)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		October 2023: PLCs meet two times a week to map out standards and plan lessons for reading and math. Teams have started implementing the process of 45 day plans, as units of standard clusters. Teachers are using NCDPI unpacking documents to break apart standards and consider student learning misconceptions.	Limited Development 10/20/2023		
<i>How it will look when fully met:</i>		<ul style="list-style-type: none"> <li>• Clear criteria for success will be established for units of study/standards for each K-5 grade level</li> <li>• Common assessments will be created to progress monitor student performance within standards and units of study</li> <li>• Year long overviews will be created as a road map for instruction of standards</li> </ul> <p>Sardis Elementary will earn a school performance grade B, with an overall performance greater than 72%.</p>		Josephine Maness	06/30/2025
<b>Actions</b>			<b>0 of 1 (0%)</b>		
	10/20/23	Teachers will work in teams to modify/create, existing/new overviews for of Year at a Glance in reading and math to map out standards and units across a whole school year.		Josephine Maness	08/31/2024
<i>Notes:</i>					

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Data analysis and instructional planning			
	A3.01	Instructional Teams use student learning data to identify students in need of instructional support or enhancement.(5110)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		<p>Admin and Instructional Teams will collect student learning data through the PLC, MTSS, and ML process to identify students in need of instructional support or enhancement.</p> <p>Consistent and planned meetings will occur to discuss relevant and timely data. The data will consist of: informative Tier 1 data, common assessments, MTSS data, Literacy Specialist data, and WIDA data.</p> <p>Meetings:</p> <ul style="list-style-type: none"> <li>Monday Admin Meetings Schedule: <a href="https://docs.google.com/document/d/1LLPhw8MQx6qGxD-AXXUcL88g4546ActGvhS_nJ1ujX8/edit?usp=drive_link">https://docs.google.com/document/d/1LLPhw8MQx6qGxD-AXXUcL88g4546ActGvhS_nJ1ujX8/edit?usp=drive_link</a></li> <li>PLC Meetings 2x/week in math and literacy</li> <li>Quarterly MTSS meetings for Tier 3</li> <li>Scheduled Check In Meetings to discuss progress monitoring of MTSS and LTS.</li> </ul>	Limited Development 10/13/2023		
<i>How it will look when fully met:</i>		<p>Based on consistent team data meetings and intervening with all support levels, the school goal is to obtain an increase with proficiency on end-of-year mClass, math iReady, and EOGs scores.</p> <p><b>Increase 23-24 EOG proficiency:</b></p> <ul style="list-style-type: none"> <li>Reading from 51% to 60%</li> <li>Math from 69% to 78%</li> <li>Science from 78% to 85%</li> </ul>		Kelly Frycz	06/14/2024
<b>Actions</b>			<b>0 of 1 (0%)</b>		
	10/13/23	Scheduled meetings for all appropriate personnel to attend to review data and discuss next steps. Meetings: PLC, MTSS, Admin Monday's, LTS.		Kelly Frycz	07/14/2024
<i>Notes:</i>					
Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Student support services			

	KEY	A4.06	ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary.(5124)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			<p>We have had training on Teaching with Heart and in recognizing the impact of negative interactions with students. Leadership has conducted professional development for teachers on SEL topics and the school counselor created a independent SEL course for teachers to participate through Canvas. Students are engaging in SEL lessons in the classroom and social groups are being formed to help students establish positive relationships with their peers. Staff is growing in their learning and understanding of Restorative Practices. The school counselor and SIT are developing a process for implementing Restorative Practices in the classrooms.</p>	Limited Development 09/30/2019		
<i>How it will look when fully met:</i>			<p>Teachers will use effective picture books as a way to address and discuss specific SEL topics. This was developed during the curriculum design of The Love for Reading units.</p> <p>All classrooms will use morning meetings to discuss relevant topics and build classroom community.</p> <p>Teachers will use best practices to build strong relationships with students and families to support learning and mental health.</p> <p>The school counselor will create and adhere to a schedule to support each classroom with monthly SEL lessons.</p> <p>Teachers and the school counselor will identify students who will participate in social groups to promote positive relationships with other peers a designated amount of times per school year.</p> <p>Teachers and admin will use a folder system for Restorative Practices including hallway huddle conversations, buddy classrooms, and reflection sheets.</p>	Objective Met 06/12/23	Breanne Villas	05/31/2023
<b>Actions</b>						
		10/24/21	The School Counselor will guide and coach teachers during the year with the school-wide SEL program, Harmony. The school counselor will meet with teachers one time per month to review upcoming Harmony units, collect names of students of concern, and discuss any teacher input regarding the mental health of students.	Complete 06/09/2023	Breanne Villas	05/31/2023

Notes:

KEY	A4.16	The school develops and implements consistent, intentional, and on-going plans to support student transitions for grade-to-grade and level-to-level.(5134)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		<p>Grade level teams examine their standards and occasionally have opportunities to work with the previous or next grade level to determine needs. More opportunities for vertical planning would be beneficial.</p> <p>We also have a program where a representative from the middle school comes here to speak with our fifth grade students. Our students later attend an orientation at the middle school as well.</p>	Limited Development 09/30/2019		
<i>How it will look when fully met:</i>		All grade level teams will have opportunities in planning to work with leadership members or next grade level to assess needs and to help develop a plan for improvement. Teams are working to make K-5 cohesive with expectations and instruction. PLC planning sessions will be led by a curriculum specialist this year to target grade level needs (data, standards, instructions) as well as a whole school cohesiveness focus. Sardis teachers will connect with 6th grade teachers at PRMS so that fifth grade students will be prepared to make the transition to middle school.	<b>Objective Met 06/12/23</b>	<b>Josephine Maness</b>	<b>05/31/2023</b>
<b>Actions</b>					
	10/16/19	Team will meet monthly to discuss ways to improve vertical communication between grade levels.	Complete 10/23/2019	Angela Gaio	10/23/2019
<i>Notes:</i>					
	10/16/19	Team will create a system by which teachers will be able to observe teachers at the previous and next grade levels to determine areas for growth.	Complete 01/15/2020	Angela Gaio	12/20/2019
<i>Notes:</i>					
	10/23/19	Create a list of books that are grade-level specific. Discuss with team during literacy planning one time a month-add to shared google doc at that time.	Complete 11/06/2019	Angela Gaio	06/01/2020
<i>Notes:</i>					
	12/4/19	Update system of pink and blue cards to include more information that the teachers at the next grade level would find helpful to know about their students.	Complete 03/04/2020	Angela Gaio	06/10/2020
<i>Notes:</i>					

11/9/20	Create a google doc to house resources that may help the next grade level to fill gaps in learning.  Work with grade level teams to establish gap needs.	Complete 02/04/2021	Angela Gaio	12/11/2020
<i>Notes:</i>				
11/9/20	Work on a plan to help teachers at all grade levels equip students on Thursdays with a plan or challenge to ensure that Remote Fridays are not seen as days off.	Complete 12/04/2020	Angela Gaio	12/11/2020
<i>Notes:</i>				
2/15/21	Schedule virtual visits with Dr. Patience for our 5th graders to discuss middle school.	Complete 02/11/2021	Angela Gaio	02/19/2021
<i>Notes:</i>				
2/15/21	Share middle school videos with parents and students to better prepare students for the transition.	Complete 02/12/2021	Kevin Beals	02/19/2021
<i>Notes:</i>				
2/15/21	Create buddy classes to encourage students and teachers to engage across grade levels.	Complete 01/15/2021	Angela Gaio	02/19/2021
<i>Notes:</i>				
2/15/21	Work on alignment of content vocabulary across grade levels, much like the work that has already been done in writing.	Complete 03/26/2021	Angela Gaio	03/31/2021
<i>Notes:</i>				
10/23/19	Teachers meet across grade levels to share what is noticed/observed at least twice per year.	Complete 03/26/2021	Angela Gaio	03/31/2021
<i>Notes:</i>				
3/5/21	Work with new social studies standards to provide grade level alignment as it relates to vocabulary, important people, and events/concepts.	Complete 05/05/2021	Jeremy Evans	05/31/2022
<i>Notes:</i>				
6/21/21	Work with other content area standards to provide grade level alignment as it relates to vocabulary, choice of novels, field trips, etc.	Complete 06/12/2023	Josephine Maness	05/31/2023
<i>Notes:</i>				
10/16/19	Team will work with the middle school to find ways to help with the transition of our fifth grade students.	Complete 06/12/2023	Todd Swackhamer	05/31/2023
<i>Notes:</i>				
10/23/19	Each grade level class will visit another grade level toward the end of the year to benefit the students prior to the transition.	Complete 06/12/2023	Josephine Maness	05/31/2023

Notes:

<b>Core Function:</b>		<b>Dimension B - Leadership Capacity</b>			
<b>Effective Practice:</b>		<b>Distributed leadership and collaboration</b>			
KEY	B2.03	The school has established a team structure among teachers with specific duties and time for instructional planning.(5143)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Grade level teams will actively participate in PLC planning sessions. The school structured times for teachers to have a day for reading planning, one for math planning, and a third day for data review and analysis.	Limited Development 09/30/2019		
<i>How it will look when fully met:</i>		Administration will participate in K-5 grade level PLC meetings. The principal will attend math planning regularly and the assistant principal will do the same for literacy planning. Grade level teams will work together to collaborate unpacking standards, identifying best practices, and use data as a leverage for next steps of instruction and/or intervention. PLCs will also work with the MTSS team to periodically review and analyze student data, discuss progress, and set new benchmark goals. Teams will have evidence of improved and adjusted lessons targeting EmpowerED lessons aligned with NC standards.		Todd Swackhamer	06/30/2023
<b>Actions</b>					

Notes:

Core Function:		Dimension C - Professional Capacity			
Effective Practice:		Teacher quality and experience			
	C1.02	The principal plans opportunities for teachers to share their strengths with other teachers.(5153)	Implementation Status	Assigned To	Target Date
<b>Initial Assessment:</b>		<p>Administration and the leadership team will plan multiple opportunities for teachers to share their strengths and best practices with other teachers. This will increase the collective efficacy across the school.</p> <p>A variety of opportunities will include:</p> <ul style="list-style-type: none"> <li>• <b>Collaborative PLCs</b> where staff is comfortable to share and model with peers.</li> <li>• <b>Best Practice Scavenger Hunts</b> - teams will visit other classrooms to collect evidence among their colleagues to spotlight effective practices and student learning.</li> <li>• <b>Class Labs</b> - teachers will identify a target area of need and observe each other to grow in instructional practices and systems.</li> <li>• <b>Staff Lead PD</b> - teachers will be featured during in-house PD to share best practices and innovative ideas.</li> </ul>	No Development 10/13/2023		
<b>How it will look when fully met:</b>		Due to multiple opportunities staff will have to share and observe strengths, best practices, and innovative ideas - there will be an increase of effective instruction. This will be measured through NCEES, ELIOT, and informal walkthroughs.		Kelly Frycz	06/14/2024
<b>Actions</b>			<b>0 of 4 (0%)</b>		
	10/13/23	Scavenger Hunt - will occur each quarter.		Kelly Frycz	01/15/2024
		Notes:			
	10/20/23	Class Labs		Josephine Maness	01/15/2024
		Notes:			
	10/20/23	Staff Lead Professional Development		Kelly Frycz	01/15/2024
		Notes:			
	10/20/23	Collaborative PLC's		Josephine Maness	01/15/2024
		Notes:			



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>			The school sends regular communication home and invites our parents to be participants in their child's learning. We still need to do a better job of engaging more parents into our programs and increasing parent engagement opportunities.	Limited Development 09/30/2019		
<i>How it will look when fully met:</i>			<p>School will continue to send out weekly communication to all families through multiple platforms (Connect Ed, Dojo, Facebook, Twitter, Instagram, flyers, etc..).</p> <p>School will plan for and hold various events across the year to engage parents and to provide parents with resources and strategies to assist their children at home.</p> <p>Sign in logs will be used to track the number of parents attending such events. We will also look to expand upon our membership numbers for the Sardis PTO.</p>		Kelly Frycz	05/31/2023
<b>Actions</b>				<b>13 of 14 (93%)</b>		
	10/16/19	Team will meet regularly to plan parent engagement events throughout the school year.		Complete 10/23/2019	Ashley McComb	10/23/2019
<i>Notes:</i>						
	10/28/19	Team will create a list of ideas for parent engagement that include academic support (strategies, technology, resources) and activities (dances, contests, concerts, etc.).		Complete 10/28/2019	Ashley McComb	10/30/2019
<i>Notes:</i>						
	11/9/20	Create a parent survey to solicit input on the type(s) of support needed for parents to assist their kids academically, socially and emotionally, physically and in the area of technology. Allow parents to have a voice in the decision making process.		Complete 01/15/2021	Blair Austin	12/04/2020
<i>Notes:</i>						
	11/9/20	Utilize our translator/interpreter to increase communication with Hispanic families and membership in our PTO and committee.		Complete 02/05/2021	Blair Austin	12/18/2020

<i>Notes:</i>				
2/15/21	Review and analyze survey data to determine next steps.	Complete 02/19/2021	Blair Austin	02/19/2021
<i>Notes:</i>				
3/5/21	Launch a parent/family engagement activity centered around cooking that includes an academic component involving reading and writing of recipes as well as math conversions/fractions necessary for scaling of recipes.	Complete 03/05/2021	Blair Austin	03/12/2021
<i>Notes:</i>				
10/16/19	Team will work with Sardis PTO on fundraisers and school events.	Complete 03/26/2021	Ashley McComb	03/31/2021
<i>Notes:</i>				
11/19/20	Team will work with school interpreter to identify ways to support the school's Hispanic population.	Complete 06/01/2021	Blair Austin	06/01/2021
<i>Notes:</i>				
2/15/21	Organize a drive up event for families to gather resources to help them assist their students at home.	Complete 09/23/2021	Lynn Presson	09/30/2021
<i>Notes:</i>				
11/8/21	With the assistance of one of our church partners, we will offer adult English as a Second Language classes to interested parents. This will allow for increased communication in English at home for our students and families.	Complete 02/09/2022	Kevin Beals	05/27/2022
<i>Notes:</i> Our goal is to provide this service at Sardis for our families each year, and to run student assistance sessions at the same time. Ultimately, we want our parents to learn what we are working on with their children so that they can more easily assist at home.				
2/15/21	Create a Sardis Cookbook with recipes and videos from Sardis teachers and families. Include student artwork and writing.  Update: The first few videos have been created and shared. Goal will be ongoing.	Complete 05/31/2022	Lynn Presson	05/31/2022
<i>Notes:</i>				
10/16/19	School will plan for and hold various events across the year to engage parents and to provide parents with resources and strategies to assist their children at home.	Complete 06/12/2023	Lynn Presson	05/31/2023
<i>Notes:</i>				

2/15/21	Create videos and tips for parents to house in a common folder for parents to access electronically.	Complete 06/12/2023	Lynn Presson	05/31/2023
<i>Notes:</i>				
10/20/23	Parent Engagement / PTO Committee will meet monthly to plan Family Events throughout the school year.		Lynn Presson	06/15/2024
<i>Notes:</i>				