

Comprehensive Progress Report

Mission:

Through rigorous academics, integrative technology, expressive arts, and competitive athletics, the mission of Cuthbertson High School is to empower all students to be leaders in a changing global community.

Vision:

Cuthbertson High School will prepare students to be contributing members and leaders within our global 21st century community.

Goals:

Students at Cuthbertson High School will be provided a period of time during the instructional day to access tiered support in areas where they are not attaining mastery of content through core instructional program.

Implement the EmpowerEd Framework to ensure that all students have access to lessons that engage learners at the "creative, collaborative and connected" levels of the hierarchy.

Students will be provided access to counseling services for students with mental health, anxiety, grief and depression issues.

All students will have access to quality classroom instruction that drives growth in proficiency.



! = Past Due Objectives

KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		High expectations for all staff and students			
KEY	A1.07	ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.(5088)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The school has well established procedures, but there is a need to refocus some areas of our daily procedures and student behavior management.	Limited Development 09/24/2019		
<i>How it will look when fully met:</i>		<p>Students, staff, and all visitors will know how to and where to enter the building at all times of the school day.</p> <ul style="list-style-type: none"> Teachers will be on duty at assigned times. Teachers will monitor entrances to ensure that all students and visitors are entering the building through the appropriate doors. Teachers will ensure that students have hall passes when moving throughout the building during the school day. To assist teachers with this measure, we have implemented SmartPass. Teachers will hold students accountable for code of conduct policies as outlined in the student handbook. Teachers will follow all safety protocols and expectations as shared by administration and law enforcement. The administration will hold Teachers and students accountable per student and staff handbooks. Teachers will collect SmartPass data to provide feedback on areas within the building that need more monitoring. The administration will hold teachers accountable for being at their assigned duty stations on time. Teachers who are absent will arrange for alternate coverage if able, and they will include duty station information in all sub plans. The administration team will develop protocols for subs and identify areas where assigned stations need coverage. Teachers will have the ability to assign consequences to students who are in violation of school safety procedures. <p>Overall the percentage of students receiving multiple discipline referrals will decrease by June 12, 2024.</p>		Andrew Brooks	06/12/2024
<i>Actions</i>			2 of 6 (33%)		
	9/16/22	Design and implement a discipline matrix for the most observed violations.	Complete 08/26/2022	Andrew Brooks	09/30/2022

Notes: The tool will be discussed with students during opening homeroom sessions. Mr. Brooks will utilize the discipline matrix when dealing with Educator Handbook writeups in order to provide consistency when violations of the code of conduct are encountered.

9/16/22	Instruct all staff to utilize hall passes for students who are leaving the classroom. All staff will check for a hall pass if a student is seen in the hallway during class time.	Complete 06/12/2023	Kim Helms	06/12/2023
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Notes: Administration will instruct and remind staff at each staff meeting the importance of providing and monitoring hall passes.

9/26/23	A coverage plan will be developed and implemented by the Admin team for duty stations when subs do not show up for assignment.		Andrew Brooks	01/20/2024
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9/16/22	Administration and Teachers will be on time for and actively supervising students during their assigned duty.		Jeff Stout, Marilyn Monteith, Andy Brooks, Georgin	06/12/2024
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Notes: Admin will regularly monitor assigned duty stations to ensure staff are actively monitoring student conduct.

9/16/22	Our SRO, Officer Chimenti, will provide training to all students and staff on safety procedures and expectations for our school.		Joseph Chimenti	06/12/2024
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9/26/23	Staff will utilize SmartPass to create and monitor student movement throughout the building.		Andrew Brooks	06/12/2024
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Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Student support services			
KEY	A4.01	The school implements a tiered instructional system that allows teachers to deliver evidence-based instruction aligned with the individual needs of students across all tiers.(5117)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		<p>Currently, Cuthbertson High School offers identified students the opportunity to take co-taught Math and English courses to provide more targeted support while in the classroom. Students are identified and provided with extra study halls during our school-wide Cavalier Period, which is a 30-minute block of time built into each student's schedule to allow for extra help from content specialists.</p> <p>Classroom teachers within PLC groups are also identifying students within their courses who require directed assistance during Cavalier Periods and during normal classroom settings. Peer tutors are also being utilized to provide targeted assistance for students within the classroom setting.</p>	Limited Development 10/13/2023		
<i>How it will look when fully met:</i>		<p>MTSS will be a proactive and preventative framework that integrates data and instruction to maximize student achievement and support students' social, emotional, and behavioral needs from a strengths-based perspective. MTSS framework will provide our teachers opportunities to engage in data-based decision-making related to program improvement, high-quality instruction and intervention, social and emotional learning, and positive behavioral supports necessary to ensure positive outcomes.</p>		Georgina DeCouto	06/12/2024
Actions			2 of 6 (33%)		
	10/13/23	Create MTSS school plan.	Complete 10/13/2023	Tara Plank	10/13/2023
<i>Notes:</i>					
	10/13/23	Form MTSS Committee made of a diverse school population including content area teachers and support staff.	Complete 10/13/2023	Georgina DeCouto	10/13/2023
<i>Notes:</i>					
	10/13/23	PLC groups will plan and organize remediation during Cavalier Periods for EOC courses.		Brooke Boucher	10/20/2023
<i>Notes:</i>					

10/13/23	Identifying students using EOG data, classroom assessments, and T1 course grades.		Georgina DeCouto	10/26/2023
<i>Notes:</i>				
10/13/23	PLC groups will provide research-based remediation to identified groups.		Tara Plank	11/01/2023
<i>Notes:</i>				
10/13/23	Collect and analyze data related to the remediation groups and adjust accordingly.		Georgina DeCouto	01/31/2024
<i>Notes:</i>				

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Monitoring instruction in school			
KEY	B3.03	The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		<p>Current implementation efforts include:</p> <ul style="list-style-type: none"> The development and distribution of a Cuthbertson-wide PLC template. The development of an Interactive Walkthrough form that will be used by the administrative team to provide valuable data and feedback for all teachers. The rollout of the Interactive Walkthrough form in which teachers can provide feedback directly to an administrative team member. Utilization of our curriculum coach, Lindsay Mangas. 	Limited Development 09/27/2023		
<i>How it will look when fully met:</i>		<p>Once this objective is fully met, all PLCs will be utilizing the Cuthbertson-wide PLC template in all meetings. During PLC meetings, teams will partner with our curriculum coach to sort data and find meaningful ways to implement changes within their classrooms. Individual teachers will have a deeper level of understanding of their profession due to the use of the interactive walkthrough forms which provided valuable data and feedback across all stakeholder interests. Teachers will have a voice and evidence for growth at the time of their summative evaluation through the use of the interactive walkthrough form. Teachers can respond to, or show evidence for specific feedback and data directly in the form which can be accessed at any time by their assigned administrator.</p>		Marilyn Monteith	06/12/2024
<i>Actions</i>			2 of 5 (40%)		
	9/27/23	Develop a Cuthbertson-wide PLC Template with the assistance of our curriculum coach.	Complete 08/28/2023	Marilyn Monteith and Lindsay Mangas	09/29/2023
<i>Notes:</i>					
	9/27/23	Develop an interactive walkthrough form for administrators to use when briefly observing teachers.	Complete 10/11/2023	Brooke Boucher	10/11/2023
<i>Notes:</i>					

9/27/23	Utilize the interactive walkthrough form to conduct walkthrough observations.		Marilyn Monteith, Carole Alley and Jeff Stout	11/08/2023
<i>Notes:</i>				
9/27/23	Roll out and begin utilization of PLC Templates across all PLC groups at Cuthbertson		Lindsay Mangas	12/10/2023
<i>Notes:</i>				
9/27/23	Receive teacher satisfaction in regard to the utilization of the interactive walkthrough forms through needs assessment and teacher working conditions survey.		Brooke Boucher	06/12/2024
<i>Notes:</i>				

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>		Cuthbertson High School not only communicates with stakeholders, but works to control the narrative about the school in a purposeful manner. Through the careful use of social media, ConnetEd and newsletters, Cuthbertson High School shares a wide variety of information about the functions of the school. Positive stories about interesting events in classrooms and the successes of our students are shared in a consistent manner to ensure that the community has a clear understanding of how the school is impacting students. Furthermore, communication is used to provide basic information about school events. All communication is designed to establish Cuthbertson High School as a key anchor point for the community. While this is a strength for our school, this is also a priority area as we continue to work to build the sense of community and pride in the school that the principal envisions for this community.	Limited Development 09/24/2019		
		Priority Score: 3	Opportunity Score: 3	Index Score: 9	
<i>How it will look when fully met:</i>		The goal for Cuthbertson High School is to have an inclusive and diverse level of community and family engagement that ranges from advertisement opportunities to hosting community events on campus.		Seth Fishman	06/12/2024
<i>Actions</i>			1 of 3 (33%)		
9/27/23	Cuthbertson High School will develop an interclub council which will be the governing body of all new clubs petitioned. The role of the ICC will be to consolidate clubs and oversee club management in an effort to eliminate inactive clubs and prevent duplication of clubs and events.	Complete 09/27/2023	Lisa Helms	09/30/2023	
<i>Notes:</i>		Mrs. Helms in partnership with Mrs. Jacyhm have successfully developed the ICC and have streamlined the approval process for all clubs and have eliminated inactive or duplicate clubs.			
9/27/23	The ICC will facilitate club fundraising events to ensure that clubs are not competing with one another for the same types of funds.		Lisa Helms	06/12/2024	
<i>Notes:</i>		The ICC meets the 4th Wednesday of every month.			
9/27/23	CHS will continue to develop family and community events that give stakeholders opportunities to invest in our campus.		Seth Fishman	06/12/2024	

Notes: Examples of events include:
 Grinch 5k - partner this with a toy drive and a Santa on-site for children.

 Cavs Closet- open this up to the community for donations. Any left over perishable items at the end of each month will be donated to the local food pantry.

Implementation:		09/27/2023		
Evidence	9/27/2023 The ICC has officers that have developed club charters and constitutions.			
Experience	9/27/2023 The ICC was initially created during the 22-23 school year with a focus on existing clubs at CHS. The ICC is a governing body for all clubs and is comprised of club members. The ICC has worked to consolidate clubs, develop a new up-to-date school webpage, eliminate inactive clubs, and address club application protocol making the system more streamlined and efficient.			
Sustainability	9/27/2023 The ICC will continue to facilitate new clubs and current club offerings here at CHS. The ICC will continue to vet new club applications to ensure we are not creating duplicate clubs. The ICC will also monitor fundraiser events hosted by each club to ensure maximum profitability and reduce competition between clubs.			