



Hillpoint Elementary School

School Performance Plan 2017-2018

Accreditation Status: Fully Accredited

Area(s) Warned: N/A

Content Not Meeting Accreditation: N/A

Subgroups Not Meeting State Accreditation: English-Gap Group 1, Economically Disadvantaged, Students with Disabilities
Math-Gap Group 1, Economically Disadvantaged, Students with Disabilities

Other Areas of Concern: Had a decrease in Math and Science from previous year

Other Areas of Focus: Related Division Goal(s): *Align Indicators with School Board Goals*

- Improve Student Achievement and Close the Academic Achievement Gaps
- Provide a Safe and Nurturing Environment
- Provide Strong Leadership for Effective And Efficient Operations
- Advance Academic Achievement through Enhanced Instructional Skills, Gained by Professional Development
- Strengthen Collaboration with Stakeholders and Increase parent & Community Satisfaction

Important Dates:

Initial Principal - Directors Meeting: August - September, 2017 Pamela Connor, Stenette Byrd III, Principal

School Performance Plan (SIP) Due: October 3, 2017

School Performance Review Date (s): October 23, 2017 - 8:30 a.m.

Special Education Review:

Other:

Anticipated Date of Completion: June 16, 2018

School Leadership Meetings: 4:10-5:10 p.m. 9/20/17, 10/18/17, 11/15/17, 1/17/18, 2/21/18, 3/21/18, 4/18/18, 5/16/18

School Data Team Meetings: 4:10-5:10 p.m. 9/20/17, 10/18/17, 11/15/17, 1/17/18, 2/21/18, 3/21/18, 4/18/18, 5/16/18

Staff Meetings: 4:10-5:10 p.m. 9/27/17, 10/25/17, 1/24/18, 2/28/18, 3/28/18, 4/25/18, 5/23/18

School and Division School Improvement Domains: Data, Student Support/Instruction, Monitoring/Leadership, Professional Development, and Stakeholder / Community

Indicator # 1 (Data):



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<p>Indicator Description: The school will use an identification process (including ongoing conversations with instructional leadership teams and data points to be used) for all students at risk of failing or in need of targeted interventions.</p>			
<p>Goal 1: At the conclusion of the 2017-2018 school year the pass rate on the Spring 2018 SOL tests for students in Gap Group 1 will increase by 2 percentage points.</p>			
<p>Goal 2: (Required): At the conclusion of the 2017-2018 school year the number of disciplinary referrals will be reduced by at least 10%.</p>			
<p>Essential Action 1a: Review data to determine appropriateness of instructional intervention of students' instructional needs. Systematically evaluate the degree to which improvement strategies are positively affecting student achievement.</p>			
<p>Essential Action 1b: Review data to determine appropriateness of interventions to address student behavioral needs. Systematically evaluate the degree to which strategies are positively affecting student behaviors.</p>			
<p>Essential Action 1c (Title I Only): <i>Schoolwide Plan Component 1:</i> Complete a comprehensive needs assessment that includes staff, parents, stakeholders and community in the process. <i>Schoolwide Plan Component 4:</i> The needs assessment is to specifically address students in danger of not meeting state standards, prevention of problem behavior and provide early intervening services for all students including Special Needs and English Learners.</p>			
Strategies	Timeline	Person(s) Responsible	Status update by the Principal
Teachers will monitor and assess student learning and behavior and adjust instruction on the basis of the data. This is done through grade level meetings and observations. Multiple sources of data evidence are kept and updated in Google Drive.	Quarterly	K-5 teachers, Academic Coach, Principal, Assistant Principal	
The data and leadership team will review assessment data and analyze effectiveness of strategies being used by grade level teachers. The analysis/strategies from the grade level PLC's is reviewed, and sub-group data and low reporting categories are continuously monitored.	Monthly	Data Team, Leadership Team, Academic Coach, Principal, Assistant Principal	



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The school-wide planning committee, consisting of teachers, parents, and administrators will complete a comprehensive needs assessment to analyze the previous school year's academic and behavior data, and the parent perception survey results in order to specify the current year's areas of focus in supporting underserved students.	September	Title I teachers, Principal, Assistant Principal, Summer Committee	
Addressing the Needs of At Risk Students and Teachers (Academic, Behavior & Attendance) (Include status from last review): Priority			
Budget Implications(Title I only): Part-time pay for leadership and data team \$3686.40			
Indicator # 2 (Student Support/Instruction):			
Indicator Description: The school will use a tiered, differentiated intervention process to assign research-based interventions aligned with the individual needs of identified students (the process includes a description of how interventions are selected and provided to students as well as the frequency and duration of Tier 2 and Tier 3 interventions).			
Goal 1: <i>(This could be the same as the principal's SMART goal):</i> At the conclusion of the 2017-2018 school year the pass rate on the Spring 2018 SOL tests will increase by 2 percentage points.			
Goal 2:			
Essential Action 2a: Analyze lesson and assessment to ensure congruence with state learning standards among the written curriculum, taught curriculum, and assessed curriculum			
Essential Action 2b: Provide differentiated instruction based on student needs.			
Essential Action 2c (Title I Only): <i>Schoolwide Component 2:</i> Describe schoolwide strategies that provide opportunities for all children including subgroups to meet challenging state academic standards, including evaluation for effectiveness. <i>Schoolwide Component 4:</i> Include strategies to improve students' skills outside the academic subject areas (i.e. counseling, mentoring services, mental health, specialized services).			
Strategies	Timeline	Person(s) Responsible	Status update by the Principal
Reading and math tutoring will be provided during alternating resource times to students in grades 3-5 in need of remediation,	Spring	Academic Coach, retired	



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providing additional instructional minutes in core reading and math content.		teachers (tutors)	
Address the social and behavioral needs of at-risk students through positive interventions such as Walk In It, Inc.'s Ladies of Distinction mentoring program and Check in/Check out mentoring program for at risk behavior/attendance students.	Ongoing	K-5 teachers, Guidance Counselors, Principal, Assistant Principal	
Address (and monitor the effectiveness of) the academic needs of at-risk students through outreach programs (Book Buddies, Jamestown) and the effective use of instructional resources (Fountas and Pinnell, Jan Richardson, Secret Stories, Tenmarks, Study Island, AR, leveled bookroom; Scholastic Short Reads, Hi-Lo Non-fiction and Comprehension Passages, Scholastic classroom libraries) and strategies (math and science resource review days, strategic half day planning).	Ongoing	K-5 teachers, Title I teachers, Academic Coach	
Required: Complete and monitor the attached comprehensive discipline plan that identifies goals, persons responsible and timelines.	October 2017	Principal, Assistant Principal	
Written, Taught, and Tested (Include status from last review): Sustain The <i>School Lesson Plan Evaluation Tool</i> status: <u>Full Implementation</u> . The <i>School Lesson Observation Development Evaluation Tool</i> status: <u>Full Implementation</u> . The <i>School Assessment Alignment and Basic Components Evaluation Tool</i> status: <u>Full Implementation</u> .			
Focus Area(s) Interventions (English and Mathematics Standards) (Include status from last review): Priority			
Budget Implications(Title I only): In-School Tutoring Program \$22,809.60; substitute pay for half-day planning \$1584.00; books for leveled bookroom \$650.00; Scholastic Short Reads \$465.00; Hi-Lo Non-fiction and Comprehension Passages \$315.90; Scholastic classroom libraries \$808.00			



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<p>Indicator # 3 (Monitoring/Leadership): Comprehensive Academic Plan: Indicator Description: The school will use a monitoring process (including a multidisciplinary team that meets regularly to review student intervention outcome data and identifies “triggers” and next steps for unsuccessful interventions) for targeted intervention students to ensure fidelity and effectiveness.</p>			
<p>Goal 1: By January 2018, 100% of teachers will be provided written feedback on curriculum alignment as evidenced by completion of the VDOE Written Alignment Review Rubric in Edivate.</p> <p>Goal 2:</p>			
<p>Essential Action 3a Establish and implement a system for monitoring instructional practices to ensure maximum utilization of classroom time, and to provide written feedback to teachers in the areas of curriculum alignment, student engagement, differentiation of instruction, and appropriate assessments,</p> <p>Essential Action 3b: Ensure ongoing quality feedback is given to teachers to enhance instruction. Provide guidance to teachers regarding expectations for monitoring the written, taught, and tested curriculum to include Title 1 and Special Education.</p> <p>Essential Action 3c: Provide feedback to teachers on implementing the written, taught, and tested curriculum. The administration should provide feedback to lesson plans prior to the lessons being taught for both alignment and pacing to include Title 1 and Special Education.</p> <p>Essential Action 3d: Ensure that there is a process for monitoring inclusion binders, VAAP portfolios, IEP’s and eligibility timelines to maintain compliance with special education regulations.</p> <p>Essential Action 3e (Title I Only): <i>Schoolwide Component 3:</i> Include scientifically research-based strategies or activities the school leadership team will use to strengthen and enrich the academic program and how the strategies will be evaluated (i.e. extended day, integrating reading and math in content areas). <i>Schoolwide Component 4:</i> Include strategies for assisting children in the transition from pre-school to kindergarten and elementary to middle school.</p>			
Strategies/ Cost Associated	Timeline	Person(s) Responsible	Status update by the Principal
<p>Systematically develop improvement strategies and evaluate the degree to which improvement strategies are positively affecting student achievement. The summer committee collaborates to evaluate improvement strategies from the previous year and develop and improve upon strategies for the upcoming year. This committee becomes the Teacher Advisory Committee for the remainder of the school year.</p>	<p>Monthly</p>	<p>Leadership Team, Data Team, Principal, Assistant Principal, Academic Coach, Title I</p>	



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		teachers, Teacher Advisory Committee	
Monitor alignment of the written, taught, and tested curriculum through weekly planning meetings and classroom observations.	Ongoing	Principal, Assistant Principal	
Assist students in transition to kindergarten (orientation and pre-school visit) and middle school (field trip and needs assessment/career plan).	Various dates	Principal, Assistant Principal, Guidance Counselors	
Budget Implications(Title I only): Part-time pay for summer committee \$2,376.00			
IEP Monitoring and Compliance (Include status from End of Year Checkout): Emerging			
Quality Feedback to Staff (Include status from last review): Sustain			
Academic Review Required Strategy: The <i>School Leadership Basic Components Evaluation Tool</i> status: <i>Functional Implementation</i> .			
Indicator # 4 (Stakeholder and Community - All Surveys are addressed in this area)			
Indicator Description: Programs that engage and support family members will be provided.			
Goal 1: By June 2018, input from staff, students, community members, and other stakeholders regarding family engagement will be received as evidenced by surveys from 100% of Hillpoint’s 2017-2018 family engagement events.			
Goal 2:			
Essential Action 4: Seek input from staff, students, community members, and other stakeholders in developing and implementing processes as well as in making implementation decisions.			
Essential Action 4a (Title I Only): <i>Schoolwide Plan Component 1:</i> Include list of staff, parents, stakeholders and community members who participated in developing the School Performance Plan and the school’s Parent and Family Engagement Plan.			



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Strategies:	Timeline	Person(s) Responsible	Status update by the Principal-Mid-Year Review
Promote family-school partnerships by providing more opportunities for parent involvement, education, and input. Parent Advisory Council, School staff, and PTA work together to implement Hillpoint family engagement events.	Ongoing	Principal, Assistant Principal, Title I teachers	
A diverse group of stakeholders will participate in developing the School Performance Plan and the school's Parent and Family Engagement Plan: Principal, Assistant Principal, Academic Coach, Summer Committee/Leadership Team/Data Team members (Hillpoint teachers from every grade level, including Title I and resource), Parent Advisory Council (four Hillpoint parents).	August-October	Principal, Assistant Principal, Title I teachers	
Budget Implications(Title I only): STEM Night family meal and consumable materials \$345.26; "Virginia Reads One Book" books \$1,400.85; Family Reading Night books \$500.00; Wellness Walk/Reading Promotion books and water \$540.00; SOL Family Review Cafe family meal and consumable materials \$860.00			
Communication to Internal and External stakeholders (Include status from last review): Sustain			
Faculty Interviews (Safety & Climate) (Include status from last review): Sustain			
Student Interviews (Safety & Climate) (Include status from last review): Sustain			
Indicator # 5 (Professional Development):			
Indicator Description: Professional development for the whole faculty will include assessment of strengths and areas in need of improvement from classroom observations of indicators of effective teaching.			
Academic SMART Goal (Optional): By September 2017, structures (grade level teams) and schedules (observation, meetings) will be in place for			



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professional development and collaboration among building teams for 100% of Hillpoint teachers.			
Essential Action 5: Plan and provide professional development activities related to differentiated instruction and develop a plan for systematic monitoring.			
Essential Action 5a: Include professional development and other activities for teachers, paraprofessionals, and other school personnel to improve instruction and use of data from academic assessments, and to recruit and retain effective teachers, particularly in high-need subjects. (<i>Addresses Title I Schoolwide Plan Component 4</i>)			
Strategy:	Timeline	Person(s) Responsible	Status update by the Principal-Mid-Year Review
Plan opportunities for teachers to share their strengths with other teachers. The format of every grade level and staff meeting begins with designated time for glows. In addition, each staff meeting includes 30 minutes of professional development in which staff has the opportunity to share strengths with other teachers.	Ongoing	Principal, Assistant Principal	
Develop a professional development plan that involves teachers as educational leaders and supports learning in order to improve their success as teachers of the content they teach (documented in Professional Development Plan).	Ongoing based on observations, data, and teacher feedback	Principal, Assistant Principal, Academic Coach, All teachers	
Required: Complete and Monitor the Attached Professional Development Plan	September, 2016	Principal	
Budget Implications(Title I only):			
Professional Development is aligned to School Improvement efforts (Include status from last review): Sustain			
Academic Review Required Strategy: The <i>School Professional Development Evaluation Tool</i> status: <u>Full Implementation</u> .			



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Professional Development Plan

Professional Development	Presenter	Date	Activity	Status	Estimated Cost (Title I only)
PBIS Part I	PBIS Team	8/24/17 2:00-3:30	Introduction to PBIS and entire staff collaboration on expectations for buses, hallways, cafeteria, playground, restrooms, and classrooms.	Complete	
PBIS Part II	PBIS Team	8/25/17 10:30-12:00	Presentation of all matrices for final approval and brainstorming for reward system (tickets).	Complete	
Planbook (Grades 2-5)	Elizabeth Riley	8/29/17 2:30-3:30	Hands on introduction to Planbook and set up of Hillpoint lesson plan template	Complete	



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Teambuilding	Principal, Assistant Principal, YMCA partners	8/30/17 8:00-1:30	Entire staff collaboration and teambuilding at Camp Arrowhead.	Complete	
Study Island refresher (Grades 2-5)	Vickie Wilson	9/1/17 8:30-9:00	Review of Study Island program, how to set up assignments, and how to get follow up support.	Complete	
Tenmarks (Grades 2-5)	Principal	9/1/17 9:00-10:00	Webinar overview of Tenmarks program.	Complete	
Book Buddies refresher (Grade 1)	Book Buddies partner	9/1/17 8:30-9:00	Review of Book Buddies program and schedule.	Complete	
Guided Reading (Grades K-5)	Title I teachers	9/1/17 8:30-9:30 (K) 9:00-9:30 (1) 1:30-2:00 (2-5)	K TOPA, Jan Richardson (p. 17 first 6 weeks), reading level Pre-A, para plans K-1: PALS website, PALS quick check booklets &	Complete	

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			<p>activity binders, GR binder</p> <p>1: schedules, Book Buddies, PALS back to school report / Concept of Word, TOPA, schedules, Jan Richardson (p. 17 first 6 weeks), GR plans</p> <p>2-5: schedules, resources for checkout, GR binder, plans, AR, material distribution (Jan Richardson, PALS)</p>		
Planbook (Grades K-1 & Resource teachers)	Elizabeth Riley	9/1/17 9:30-10:30	Hands on introduction to Planbook and set up of Hillpoint lesson plan template	Complete	
Secret Stories refresher	LuAnne LaPoint	9/1/17 8:30-9:00	Refresher on how to teach Secret Stories (first 5 minutes of resource block) and review of	Complete	

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(Resource teachers)			schedule (order of letters/sounds to teach).		
Guided Reading follow-up (K-5)	Title I teachers	9/15/17 during common grade level planning time	K-3: Title I schedule, PALS, Leveled Literacy Intervention Kits, Book Buddies Tutoring program, para lesson plans 1-5: AR, GR lesson plans, GR binder, reading material check out 3-5: Daily warm-ups, Ladders to Success, Story Works	Complete	
K-5 Science	Shalise Taylor	9/27/17 4:15-4:45	-How to teach students to think like a scientist. -Continuum of standards from K-5. -Scientific investigation	Complete	



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Guidance (K-5)	Beth Boynton & Shawnell Mckelton-Braxton	10/25/17 4:15-4:45	-Virginia Career View & The PEATC (Parent Educational Advocacy Training Center) -The Continuum of Respect	Complete	
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School Discipline Plan

Goal 1: By August 2017, the Hillpoint staff will create and implement matrices for buses, hallways, cafeteria, playground, restrooms, and learning environments focusing on being safe, being responsible and being respectful in order to decrease discipline referrals by 10%.				
Strategy	Person Responsible	Timeline	Status Update	Estimated Cost (Title I only)
Introduce staff to PBIS and the three areas of focus: Be safe, Be responsible and Be respectful.	PBIS Team	August	Complete	None



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Assign staff a group with other staff members that are not on their grade level to brainstorm expectations for buses, hallways, cafeteria, playground, restrooms, and learning environments.	PBIS Team	August	Complete	None
The PBIS team will review each group's expectations and develop a school-wide matrix for buses, hallways, cafeteria, playground, restrooms, and learning environments.	PBIS Team	August	Complete	None
Present all matrices to the staff for final approval and explain the process of rewarding students who are displaying the expected behaviors (ticket system).	PBIS Team	August	Complete	Cost of Printing Posters for each area a matrix is created - \$200.00 Cost of tickets to reward students - \$1,000.00.

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Goal 2: By September 2017, 100% of teachers will introduce matrices to the students and explain ticket system, and 100% of staff will implement matrices and ticket system with students.				
Strategy	Person Responsible	Timeline	Status Update	Estimated Cost
Teachers will implement lesson plans from the PBIS team the first week of school.	PBIS Team Teachers	September	Complete	
Teachers will teach a lesson from the PBIS team about the bus expectations and the students will get on a bus and practice the expectations.	PBIS Team Teachers Transportation	September	Complete	
All staff members will award tickets daily to students that are being safe, respectful, and responsible.	All Staff	September-June	September: staff award 20 tickets per day (student party goal-15 tickets) October: staff award 10 tickets per day (student party goal-15 tickets)	
All teachers will receive a teacher toolbox of defined behaviors and possible interventions (minor vs. major).	All teachers & paraprofessionals	September	Complete	



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Goal 3: By June 2018, the PBIS team will monitor the degree to which the school-wide PBIS strategies are effectively reducing the number of discipline referrals, as evidenced by monthly data collection and analysis.				
Strategy	Person Responsible	Timeline	Status Update	Estimated Cost
Implement monthly parties at the end of each month for students who earned tickets.	PBIS Team	September - June	September Party was held. 588 students earned 15 tickets to attend a dance party.	Monthly Parties - \$200.00 each September - June= \$2,000.00
Recognize two students as the BE students of the month.	PBIS Team	September - June	After tickets were collected to attend the party, additional tickets were collected. Two tickets were randomly selected to be the BE student of the month. They were introduced on HTV, selected the first dance song for their group, received a postcard from admin, and earned 10 minutes of extra recess. In addition, the staff members that awarded the two BE students were announced on H-TV and were rewarded 20 minutes of extra lunch time and a 30 minute leave early pass.	BE Student Prizes-2 per month - \$25.00 = \$50.00 a month for 10 months=\$500.00

**Title I Parent and Family Engagement Planning Document
2017-2018**



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Training/Event	Description of the training/event and education of parents	Food	Materials	Date	Estimated Cost
National Night Out and Health Fair Grades ES-5 Location: KFMS 6:00-9:00 pm	A community-police awareness event where families will also learn about healthy living Book give away to HES students	No	Books for give away	08/01/2017	\$ 0.00
Title 1 Orientation Grades ES-5 Location: HES 6:30-7:30 pm	Overview of School-wide Title I Program and Overview of School-wide Initiatives and Data Reading website bookmark give away	No	Bookmarks	09/12/17	\$0.00
Trunk or Treat Grades ES-5	The Hillpoint staff will promote family engagement by	No	Grade Level Activities/Parent Resources	10/26/17	\$0.00



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<p>Location: HES 6:00-7:30 pm</p>	<p>joining families for a harvest celebration.</p> <p>Educational activities will be provided for parents/students by each grade level.</p>		<p>Books for give away</p>		
<p>Family Reading Night</p> <p>Theme: “Paws for Reading”</p> <p>Grades ES-5</p> <p>Location: HES</p> <p>6:30-7:30 pm</p>	<p>Students and families will share in reading opportunities: read aloud session, reading/quizzing on AR books, and reading with Therapy dogs from the Humane Society.</p> <p>All students will take home a new book for their home library.</p> <p>Donations for Humane Society accepted</p>	<p>No</p>	<p>Books for give away</p>	<p>11/14/17</p>	<p>\$0.00</p>
<p>Family Reading Night</p> <p>Theme: “Wrap Up a Good Book”</p>	<p>Students and families will share in reading opportunities: read aloud session, wrapping books for</p>	<p>Yes PTA</p>	<p>Books for donation and give away</p>	<p>12/12/17</p>	<p>Books: \$500.00</p>



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<p>Grades ES-5</p> <p>Location: HES</p> <p>6:30-7:30 pm</p>	<p>donation to The Salvation Army, and AR quizzing.</p> <p>All students will select a book for donation and take a book home for their library.</p>				
<p>Virginia Reads One Book</p> <p>Grades 3-5</p> <p>Location: HES/Home</p> <p>Reading/Math (3 weeks)</p>	<p>Hillpoint Elementary School will be participating in "Virginia Reads One Book". This year's book <i>The Lemonade War</i>, written by Jacqueline Davies, is a story about two siblings and their dueling lemonade stands. To highlight the kick off, a mystery reader from the Washington Redskins will read the first charter via an exclusive video-cast to our</p>	<p>No</p>	<p>Books (The Lemonade War by Jacqueline Davies)</p>	<p>2/5/18</p>	<p>Books: 1,400.85</p>



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	<p>school. Students in grades 4 and 5 will each have their own book to read assigned chapters at home with their family. Teachers in grade 3 will each have 1 classroom book to utilize as a read aloud. <i>The Lemonade War</i> helps teach basic economics and personal finance concepts. This book will combine literacy, math and financial concepts, community economics, and engage conversations of how to make, spend, and save money. For three weeks, students in grades 4 and 5, will enjoy a</p>				
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	family literacy time together each night that will help build stronger readers.				
Family Engineering/ STEM Night Grades K-5 Location: HES 6:00 p.m.-7:45 pm	Science, Technology, Engineering, and Math Parents and children will work as a team to complete a variety of relevant activities and to solve real world problems in which they will apply science and mathematics through engineering.	Yes	consumable materials for science, technology, engineering, and math activities	02/13/18	Family Meal: \$300.00 Consumable materials: \$45.26
Wellness Walk/ Reading Promotion Grades ES-5 Location: Planters Park 515 York St. (off Carolina Road) 5:45-6:45 pm	HES faculty will join HES families for an evening of walking for wellness and reading. Each student will take a book home to add to their library.	No	Books for give away	03/29/18	Books: \$500.00 Water: \$40.00



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	Suffolk Public Library Bookmobile will be on site.				
HES SOL Family Review: SOL Cafe Grades ES-5 Location: HES 6:00 p.m.-7:45 pm	Students and parents will participate in educational activities that will help them review for the upcoming SOL tests.	Yes	Materials for Grade Level Activities	04/17/18	Family Meal: \$800.00 Consumable Materials: \$60.00
Family Fun/Movie Night Grades ES-5 Location: HES 6:30-7:30 pm	Faculty and families will enjoy activities relating to wellness (Zumba, Yoga), self-defense (Tiger Martial Arts), academics (board games), and a movie.	No	Board Games Movie	05/08/18	\$0.00

Date Submitted: October 2, 2017