

Comprehensive Progress Report

Mission: The mission of Smackover High School is to prepare every students to succeed in becoming college and career-ready citizens.

Vision:

Goals:



! = Past Due Objectives KEY = Key Indicator				
Core Function:		School Leadership and Decision Making		
Effective Practice:		Establish a team structure with specific duties and time for instructional planning		
ID04	All teams prepare agendas for their meetings.(39)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>	Instructional Facilitator has agendas and sign in sheets for meetings. Mrs. Henderson will check with staff, by email or faculty meeting, to make sure teams are using agendas with sign in sheets.	Limited Development 11/12/2015		
	Priority Score: 1 Opportunity Score: 3	Index Score: 3		
How it will look when fully met:	Mrs. Henderson will collect agendas and sign in sheets from team meetings held at SHS. Mrs. Henderson will keep these documents in a folder in the office.	Objective Met 05/17/19	Jan Henderson	05/25/2020
Actions				
11/17/15	Mrs. Henderson will email teachers that she needs copies of agendas and sign in sheets for all team meetings. Mrs. Henderson will create a folder to save these required documents.	Complete 11/30/2016	Jan Henderson	05/31/2016
	<i>Notes:</i> Mrs. Henderson made a note to herself to email the teachers, and Ms. Yeager will check with her.			

11/30/16	Principal will require social studies, math, science, and English departments to meet once a month for departmental meetings with a planned agenda & sign in sheet.	Complete 05/17/2019	Jan Henderson	05/29/2020
	<i>Notes:</i> Principal will remind all departments to do bell ringers, assignments and/or activities which require students to explain and justify their answers. These are to be done once a week.			
11/30/16	When necessary, the principal will email monthly reminders to the different departments to have their required monthly departmental meeting.	Complete 05/17/2019	Jan Henderson	05/29/2020
	<i>Notes:</i> These emails will be sent if a department is not meeting for their monthly departmental meeting.			
11/30/16	The principal will attend the departmental meetings unless a scheduling conflict occurs.	Complete 05/17/2019	Jan Henderson	05/29/2020
	<i>Notes:</i> Attend as many departmental meeting as possible.			
11/30/16	Principal will maintain a folder with departmental agendas and sign in sheets.	Complete 05/17/2019	Jan Henderson	05/29/2020
	<i>Notes:</i> Collect agendas and sign in sheets from the different departmental meetings.			
Implementation:		05/17/2019		
Evidence	5/17/2019 Principal has the emails and a folder with the required team meeting agendas.			
Experience	5/17/2019 Team meeting have become more effective with a guideline for member to follow.			
Sustainability	5/17/2019 Principal will continue to occasional monitoring of agendas and meetings.			

!	ID07	A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other key professional staff meets regularly (twice a month or more for an hour each meeting).(42)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Leadership team is meeting regularly.	Limited Development 11/12/2015		
<i>How it will look when fully met:</i>		The SHS Leadership Team will meet as <u>needed</u> .		Jan Henderson	05/25/2020
Actions			0 of 1 (0%)		
	11/17/15	SHS Leadership Team will meet regularly throughout the school year as needed.		Jan Henderson	05/29/2020
<i>Notes:</i>		Mrs. Henderson and Mrs. Yeager will work together to make sure the leadership team is meeting regularly and documenting their meetings. Agendas and sign in sheets will be provided to team members, and Mrs. Henderson will save for documentation.			

Core Function:	School Leadership and Decision Making
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Effective Practice:	Align classroom observations with evaluation criteria and professional development
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	IF02	The Leadership Team reviews the principal's summary reports of classroom observations and takes them into account in planning professional development.(66)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The leadership team has been discussing possible professional development concerning Depth of Knowledge, DOK, that would be appropriate for high school teachers.	Limited Development 11/13/2015		
		Priority Score: 1 Opportunity Score: 3	Index Score: 3		
<i>How it will look when fully met:</i>		The SHS Leadership Team will review the principal's reports concerning classroom observations for SHS and help the professional development team assign meaningful and relevant Professional Development for the teachers at SHS.	Objective Met 05/17/19	Jan Henderson	06/01/2020
Actions					
	11/17/15	Mrs. Henderson, principal of SHS will provide summary reports of her classroom observations to her SHS Leadership Team. The SHS Leadership Team will review these reports and work with Central Office to provide pertinent professional development to the teachers at SHS.	Complete 05/17/2019	Jan Henderson	03/01/2018

Notes: Mrs. Henderson and her Leadership Team will work together to determine what would be relevant and beneficial to the high school teachers at SHS.

Implementation:		05/17/2019		
Evidence	5/17/2019 Teachers are allowed to plan their personal development along with the principal.			
Experience	5/17/2019 Team has discussed professional development which would benefit individual teachers and the entire staff.			
Sustainability	5/17/2019 None at this time.			

	IF06	Teachers are required to make individual professional development plans based on classroom observations.(70)	Implementation Status	Assigned To	Target Date
Initial Assessment:		All teachers at SHS have developed their own individual professional development plan.	Limited Development 11/13/2015		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
How it will look when fully met:		Mrs. Henderson will meet with the teachers at SHS to formally work with her teachers concerning their individual professional development plans. Mrs. Henderson will make suggestions concerning the teacher's individual professional development plan based on her classroom observations. Mrs. Henderson will keep copies of each teacher's plan and revisions made to these plans in her office.	Objective Met 05/17/19	Jan Henderson	05/29/2020
Actions					
	11/17/15	Principal will meet with all certified staff concerning their individual professional development plans during Principal In-service Day in August.	Complete 05/17/2019	Jan Henderson	05/29/2020
		<i>Notes:</i> Have teachers check their EdReflect accounts.			
	11/30/16	Principal will visit with all certified staff in the Spring and help teachers develop their own specific professional development plans based on classroom observations and individual teacher needs.	Complete 05/17/2019	Jan Henderson	05/29/2020
		<i>Notes:</i> As Mrs. Henderson makes her classroom observations and reports to EdReflect, she will make notes to herself concerning her observations in order to help teachers progress and update their individual professional development plans. *Summer PD hours will be based around each teachers' development plan.			
	11/30/16	Principal will keep copies of each teachers' individual professional development plan.	Complete 05/17/2019	Jan Henderson	05/29/2020
		<i>Notes:</i> Keep copies in office for future reference.			
Implementation:			05/17/2019		
Evidence	5/17/2019	Teachers are required to meet with the principal to plan their PD for the next school year.			
Experience	5/17/2019	Teachers have slightly more control over their professional development than in the past.			

Sustainability		5/17/2019 None at this time.			
!	IF11	The school provides all staff high quality, ongoing, job-embedded, and differentiated professional development.(3984)	Implementation Status	Assigned To	Target Date
Initial Assessment:		<p>SHS is dedicated to providing its teachers with quality differentiated PD and realizes this comes at a cost.</p> <p>The leadership team has met several times in the 2017-2018 school year to discuss professional development for high school teachers dealing with DOK, Depth of Knowledge, as it pertains to the state's standardized testing.</p> <p>Increasing our teachers' awareness of student growth will promote student success.</p>	Limited Development 11/13/2015		
How it will look when fully met:		<p>The Leadership Team will make use of Mrs. Henderson's summary reports of her classroom observations to ensure high quality, ongoing, job-embedded and differentiated professional development is available and required as necessary for all teachers at SHS.</p> <p>The leadership team has met several times in the 2017-2018 school year to discuss professional development for high school teachers dealing with DOK, Depth of Knowledge, as it pertains to the state's standardized testing.</p> <p>Increasing our teachers' awareness of student growth will promote student success.</p>		Dave Wilcox	06/01/2020
Actions			0 of 1 (0%)		
	11/17/15	The Leadership Team will obtain the summary classroom observations from Mrs. Henderson and will work together to choose appropriate and meaningful professional development for the teachers at SHS.		Dave Wilcox	06/01/2020

Notes: The Leadership Team will work with staff members to provide meaningful professional development for their teachers.

Summary reports from Mrs. Henderson's classroom observations will be the basis for some of the professional development required for teachers at SHS.

Core Function:		School Leadership and Decision Making			
Effective Practice:		Expanded time for student learning and teacher collaboration			
!	IH01	The school monitors progress of the extended learning time programs and other strategies related to school improvement.(3981)	Implementation Status	Assigned To	Target Date
Initial Assessment:		Many teachers at SHS provide extended learning time to students at SHS. This extra time is provided by some teachers in the morning, before school, at lunch time, students are allowed to bring their lunch into the teachers' rooms, and after school to give students extra instruction time.	Limited Development 11/13/2015		
How it will look when fully met:		After school tutoring sessions are being developed at SHS. Mrs. Henderson is monitoring this program and funds have been approved for supplies and teacher compensation.		Jan Henderson	06/01/2020
Actions			0 of 1 (0%)		
	2/16/16	SHS will develop after school tutoring sessions for the students of SHS. The math department has begun the initial development of this program.		Jan Henderson	05/31/2018
<i>Notes:</i>					

Core Function:		School Leadership and Decision Making			
Effective Practice:		Ensure High Quality Staff - Recruitment, Evaluation, and Retention			
!	II01	The school works collaboratively with the district to recruit and retain highly-qualified teachers to support school improvement.(3982)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		SHS does actively recruit teachers as the opportunities occur. Teachers recommend possible additions to the SHS staff.	Limited Development 11/13/2015		
<i>How it will look when fully met:</i>		Mr. Wilcox will work with Mrs. Henderson and the SHS staff to ensure highly qualified teachers are employed by SHS. Mr. Wilcox will consider principal and teacher recommendations to encourage recruiting of exemplar teachers to SHS.		Dave Wilcox	08/31/2018
Actions			0 of 1 (0%)		
	11/17/15	Mr. Wilcox will work with the principal, teachers, coaches, and concerned community leaders to ensure the recruitment and retention of superior staffing at SHS. Any recommendation of a highly qualified teacher will be fully considered and checked into with contact being made with said teacher. SHS staff will be consulted and encouraged to recommend highly qualified teachers.		Dave Wilcox	08/31/2018
<i>Notes:</i>		This will be an ongoing task with the faculty encouraged to share information about promising teachers with Mrs. Henderson and/or Mr. Wilcox.			

Core Function:		Curriculum, Assessment, and Instructional Planning			
Effective Practice:		Engage teachers in aligning instruction with standards and benchmarks			
	IIA01	Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(88)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Instructional teams have developed their curriculum maps which are aligned to their content standards. SHS provides time for instructional teams to meet within their content area and work together to enrich their classes.	Limited Development 11/13/2015		
<i>How it will look when fully met:</i>		The Principal and/or Instructional Facilitator will meet with instructional teams to promote teaching of the standards in a timely manner and to ensure teachers have aligned their standards appropriately with content and grade level.		Jan Henderson	05/28/2021
Actions			0 of 3 (0%)		
12/1/16		6th-12th grade math instructors will redesign their curriculum maps to align to the updated state standards.		Crystal Yeager	05/25/2018
<i>Notes:</i>		Each teacher will update the curriculum map for the subjects they teach.			
12/1/16		6th-12th grade English teachers will update the ELA curriculum maps to align to the state standards.		Laura Greer	05/25/2018
<i>Notes:</i>		English teachers will update the curriculum maps for the subjects they teach.			
2/24/16		Mrs. Henderson will require monthly instructional team meetings in which the teachers discuss how their instruction is progressing with implementing their curriculum standards. These teams will discuss and encourage techniques and strategies to improve and expand their instruction. As the different teams meet, their agendas, sign-in sheets, and minutes will be turned into Mrs. Henderson. Mrs. Henderson and/or Crystal Yeager will attend these monthly instructional team meetings. Mrs. Henderson will send out email reminders to insure these meeting are scheduled.		Jan Henderson	05/31/2018
<i>Notes:</i>					

Core Function:		Curriculum, Assessment, and Instructional Planning			
Effective Practice:		Assess student learning frequently with standards-based assessments			
IID10		Instructional Teams use student learning data to identify students in need of instructional support or enhancement.(108)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		1. The school will select a reading comprehension intervention program 2. The staff member(s) utilizing the program will receive the webinar training for the reading comprehension program. 3. The assistant principal will periodically review the progress monitoring results of the students with the staff member(s) to determine growth.	Limited Development 07/29/2019		
<i>How it will look when fully met:</i>				Bernadette O'Guinn	08/14/2019
<i>Actions</i>					
<i>Notes:</i>					

Core Function:		Classroom Instruction			
Effective Practice:		Expect and monitor sound instruction in a variety of modes			
! IIIA01		All teachers are guided by a document that aligns standards, curriculum, instruction, and assessment.(110)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		SHS teachers have aligned their content standards with their curriculum and plan their instruction & assessments to promote their content standards. The instructional facilitator works with the math and science teachers to help them meet the extensive standards & curriculum required by our district and state.	Limited Development 11/13/2015		
<i>How it will look when fully met:</i>		All teachers will have developed their own working curriculum maps which will includes their aligned content standards, plans for instruction and assessments.		Jan Henderson	05/31/2020
<i>Actions</i>			0 of 3 (0%)		
11/29/16		6th - 12th grade Literacy teachers will vertically & horizontally align their new ADE ELA frameworks.		Crystal Yeager	05/24/2019
<i>Notes:</i> 10/06/17 Curriculum maps were completed during the summer of 2017.					

11/29/16	6th - 12th grade math teachers will vertically and horizontally align ADE math frameworks.		Crystal Yeager	05/24/2019
<i>Notes:</i> 10/06/17 Curriculum maps were updated during the summer 2017.				
2/24/16	SHS teachers will need time to properly develop their own curriculum maps. Smackover-Norphlet School District will need to allow time and incentives to insure this is completed in a timely manner. Summer time planning allows teachers to reflect on their past year and develop a plan to incorporate their standards, to include instruction and assessment. SHS teachers will also need time to revisit their original documents and make revisions and discuss improvements with their peers.		Jan Henderson	05/31/2020
<i>Notes:</i>				

Core Function:		High School: Opportunity to Learn			
Effective Practice:		Ensure content mastery and graduation			
!	HS04	The school provides all students with guidance and supports (academic, financial, etc.) to prepare them for college and career. (4541)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		SHS's counselor works with all students to develop individual plans for college and/or career possibilities. The counselor meets with students in groups and individually to give guidance and support for their future plans. Programs are in place such as Smart Core, Common Core Instruction by the faculty, KUDER, Career Fair ...	Limited Development 11/13/2015		
<i>How it will look when fully met:</i>		Mrs. Corley, SHS counselor, meets with all students of SHS to help them decide on their college or career choices. Mrs. Corley takes students to visits colleges and brings in recruiters from different colleges. Distance learning classes are available for students at SHS. AP classes are also offered to students at SHS. All SHS students are provided the opportunity to attend South Arkansas Community College to obtain training and certification in a variety of fields. Mrs. Corley also has an annual college night in which all students and their parents/guardians are invited and encouraged to attend.		Amber Miller	06/01/2020
Actions			0 of 1 (0%)		
11/17/15	<p>Mrs. Corley will meet with students during scheduled classes to keep the students informed of ever changing college and career options.</p> <p>Mrs. Corley will emails students with necessary information that SHS students need to stay informed.</p> <p>Teachers will be encouraged to bring in appropriate guest speakers to help motivate SHS students into becoming productive members of society.</p>			Cheryl Corley	05/31/2018
<i>Notes:</i> Mrs. Corley give students information on an ongoing basis as needs arise.					

Core Function:		High School: Opportunity to Learn			
Effective Practice:		Prepare students for post-secondary options			
	HS07	The school provides all students with opportunities to enroll in and master rigorous coursework for college and career readiness.(5517)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		SHS math teachers work together to recommend which math class each student should move to for the next school year.	Limited Development 02/21/2017		
<i>How it will look when fully met:</i>					
<i>Actions</i>					
<i>Notes:</i>					