## **Comprehensive Progress Report**

Mission: The Middle College at Bennett educates young women to become informed, resourceful leaders and global citizens. We expect our young ladies to be leaders and follow in the footsteps of greatness! Our mission is to provide a nurturing highly personalized educational environment on a college campus where female high school students can maximize their academic and leadership potential, graduating prepared for college and/or the workforce.

Vision:

The Middle College at Bennett joins the history and tradition of Bennett College with innovation to provide an exemplary education and foundation to young ladies who will be the leaders of tomorrow. We envision a rigorous academic learning community that creates a culture that produces highly motivated students willing to accept 21st century problem-solving and challenges that will enable them to become lifelong learners in this globally competitive world.

## Goals:

By June 2022, as measured by Teacher Working Conditions Survey, The Middle College at Bennett will improve the school's culture and climate as evidenced by 85 % of teachers reporting "Overall, my school is a good place to work and learn" in comparison to 75 % (B2.03, B3.03, C3.04, B1.01, E1.06).

By June 2022, as measured by our exams, The Middle College at Bennett will decrease the achievement gap between Grade Level Proficiency (GLP) and College and Career Ready (CCR) by 15% from 54 % to 65% (A2.04, A4.01, B3.03, C2.01)(FAM-S #24, #27, #33).

By June 2022, as measured by our performance composite scores, The Middle College at Bennett will increase our school performance grade score by 15% from 68.1% to 80.3%. (A1.07, A2.04, A2.07, A4.01, B1.03) (FAM-S #33).

By June 2022, The Middle College at Bennett will maintain a graduation rate of 100% of its Seniors (A4.16, E1.06, A4.01, A4.06)(FAM-S #33)...

By June 2022, Middle College at Bennet we will reduce our students with highest absenteeism rate by from 3 to 0 by making daily contacts to parents and student via TEAMS at the occurrence of an absence, making home visits as needed and building positive relationships with staff and community support people. (A1.07, A4.06, A4.16, E1.06)(FAM-S #33).

By June 2022 the Middle College at Bennet will provide students with Saturday tutoring opportunities to assist in recovering lost instructional days from the 2020-2021 school year. Open tutoring blocks will also be created in the 2021-2022 school schedule to allow teachers to remediate, develop, and enrich students with any learning gaps from the 2019-2020 and 2020-2021 school year. (A1.07, A4.06, A4.16, C2.01, E1.06)(FAM-S #24, #27, #33).

By June 2022, we will continue to support our students in a socially emotionally safe environment by exposing them to experiential learning opportunities, ensuring their academic and social needs are met, keeping in contact with them and their families, engaging in school-wide book studies, infusing SEL strategies in our staff and class sessions, incorporating culturally responsive pedagogy in our teaching and building partnerships that expose them to varied opportunities. (A1.07, A4.06, A4.16, C2.01, E1.06)(FAM-S #24, #27, #33).



! = Past Due Objectives KEY = Key Indicator

Core Function: **Dimension A - Instructional Excellence and Alignment** 

**Effective Practice:** High expectations for all staff and students

Initial Assessment:  A1.07: ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.  Teachers create and implement individual classroom management, rules, and procedures.  2019-2020 Update:  • Each teacher reviewed school-wide expectation by reviewing the school handbook.  • Each teacher implemented SEL lessons during AA.  2020-21 Update  • Hosted virtual meetings to go over virtual protocols and procedures for instruction with students and families.  • Met with students, staff and families virtually to go over school wide expectations.  • Virtual learning goals, and district updates regarding virtual learning expectations.  • Virtual learning protocols extended throughout all schoolwide processes.  2021-22 Update  • Hosted professional development to go over virtual protocols and procedures for instruction with students and families.	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
they can use in their classroom.		classroom rules and procedures by positively teaching them.(5088)  A1.07: ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.  Teachers create and implement individual classroom management, rules, and procedures.  2019-2020 Update:  • Each teacher reviewed school-wide expectation by reviewing the school handbook.  • Each teacher implemented SEL lessons during AA.  2020-21 Update  • Hosted virtual meetings to go over virtual protocols and procedures for instruction with students and families.  • Met with students, staff and families virtually to go over school wide expectations, SEL initiatives, remoted teaching and learning goals, and district updates regarding virtual learning expectations.  • Virtual learning protocols extended throughout all schoolwide processes.  2021-22 Update  • Hosted professional development to go over virtual protocols and procedures for instruction with students and families.  • Provide staff weekly SEL and classroom management strategies	Status Limited Development	Assigned To	Target Date

How it will look when fully met:	100% of Teachers will consistently allot time to model, teach, and reinforce positive academic and behavioral expectations, rules, and procedures that will be observed through classroom observations, classroom walkthroughs, student feedback, and lesson plans.  Classroom canvas pages will reflect these times with links for students to access virtual classrooms during remote learning.  All students can articulate a personal example of the positive impact the rules, expectations and procedures have on their day-to-day classroom interactions (face-to-face and virtual)  Students are a part of developing their <i>Promising Practices</i> and Cultural Norms which guide how they execute being a positive member of the Middle College at Bennett culture and role model/leader in the school and greater community.  100% of students and staff participate bi-weekly in Advisor/Advisee block where positive expectations, leadership, academic excellence, and sisterhood are explained and modeled.  100% of faculty and staff continuously learn and facilitate different research-based strategies and ways to keep our students actively engaged in academics and the school community.  A culture of learning will exist in every classroom and throughout the school so that safety, respect, responsibility, leadership, sisterhood, individual worth, academic excellence, teamwork, and relationship are the core tenets that guide interactions between students and teachers every day.		Sharon Jacobs	06/30/2022
Actions		13 of 15 (87%)		
8/30/17	During grade level/team meetings colleagues will review of classroom syllabi for norming classroom expectations, grading, and policies and procedures.	Complete 08/09/2019	Danielle Crosby	08/31/2019
Notes:				
8/30/17	Implement the Bennett Belle's "Who's got Character?" Competition. In advisor/advisee, students create a visual representation of an assigned character trait. Each classroom's visual representation will be displayed in common areas and voted upon by the students and staff.	Complete 08/23/2019	Danielle Whitaker	08/31/2019
Notes:				
9/24/19	Deliver professional learning to the whole staff on A/A plan and classroom expectations.	Complete 10/30/2019	Cochise Lanier	10/30/2019

Notos				
Notes:				
9/24/19	Create professional development on the MTSS Academic Core 1 & 2 and classroom implications.	Complete 11/08/2019	Shaniqua Burnette	11/15/2019
Notes:				
9/24/19	After professional learning, the curriculum facilitator will work with teachers to create a Canvas course that provides resources and support.	Complete 12/01/2019	Shaniqua Burnette	12/01/2019
Notes:				
9/24/19	Leadership will conduct specific walkthroughs that monitor effective classroom management and enforcement of rules and procedures.	Complete 08/12/2019	Thyais Maxwell	05/01/2020
Notes:				
9/24/19	Provide a refresher course at the beginning and mid-year for returning teachers and/or teachers new to school.	Complete 01/03/2020	Thyais Maxwell	05/01/2020
Notes:				
9/30/19	Administrators, faculty and staff will meet to develop and decide upon rules and procedures that will be common for every classroom.	Complete 01/03/2020	Philia Leach	05/01/2020
Notes:				
9/30/19	The Administrator, Teachers, Curriculum Facilitator, and School Counselor will meet to report on the effectiveness of the behavioral instruction system. Together, they will evaluate whether they are creating the culture that they want at the school through it. At this time, potential changes will be discussed and implemented. A new and regular schedule for walkthroughs will be created to sustain the evaluative process throughout the rest of the school year.	Complete 08/12/2019	Thyais Maxwell	05/01/2020
Notes:				
8/30/17	Develop and facilitate/co-facilitate bi-weekly sessions in the Advisor/Advisee block where positive expectations are taught, explained, and modeled with a focus on character, leadership development, social-emotional learning, and college and career readiness.	Complete 09/05/2019	Karen Braswell	05/01/2020
Notes:				
8/30/17	Administrative team will conduct Quarterly Grade level or "Town Hall" meetings that will be held with students to discuss the Guilford County and The Middle College at Bennett handbook, needs/strengths, and expectations. As well as discuss/present information.	Complete 05/15/2020	Thyais Maxwell	06/28/2020
Notes:	We met with students periodically throughout the year and met virtually when we shifted due to COVID.			

9/24/19	Create professional learning on effective lesson planning and facilitation, differentiation, and personalized learning for both face-to-face, blended, and remote learning models to meet the diverse needs of students.	Complete 05/14/2021	Audrea Saunders	05/01/2021
Notes:				
8/30/17	Administrative team will establish clear and consistent norms, policies and procedures, and expectations for every classroom and canvas course in the school.	Complete 08/31/2021	Thyais Maxwell	08/31/2021
Notes:				
6/22/21	Implementation of Evidence- Based English instruction using the MyPerspectives curricular materials		Meredith Coladonato	12/01/2022
Notes:				
6/22/21	Implementation of Evidenced- Based Core Math instruction using Open-Up resources		Vijayalakshmi Sankaran	12/01/2022
Notes:				
Core Function:	Dimension A - Instructional Excellence and Alignment			

Core	Funct	ion:	Dimension A - Instructional Excellence and Alignment				
Effe	ctive P	ractice:	e: Curriculum and instructional alignment				
	KEY	A2.04	Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)	Implementation Status	Assigned To	Target Date	

nitial Assessment:		Limited Development	
	A2.04: Instructional Teams develop standards-aligned units of	07/28/2016	
	instruction for each subject and grade level.		
	The Middle College at Bennett is a special setting that employs three		
	core teachers. There are subject areas where there is only one teacher		
	and that provides limited opportunity and access for content		
	collaboration. A common lesson plan template has been developed by		
	the Instructional team to define necessary elements of a lesson and		
	how to outline the standards and target objectives addressed in instruction. Implemented Professional Learning Communities holding		
	teachers accountable for working in teams to collaborate and articulate		
	aligned learning standards, and organize the curriculum into lesson and		
	unit plans that guide effective instruction for all students, assure		
	mastery of standards-based objectives, and provide opportunities for		
	enhanced learning.		
	The ILT Team conducted walk throughs consistently first semester 2019		
	-2020, but due to COVID-19, the consistency did not continue spring		
	semester.		
	2021-2022 School Updates		

How it will look when fully met:	100% of all content area teachers will execute with fidelity aligned, engaging instruction. Teachers will consistently and with fidelity develop and facilitate aligned units of instruction, that include differentiation, technology integration, high student engagement, and effective assessment (including formative, diagnostic, and summative).  Where applicable, teachers will develop common units or instructional themes that support and make connections of student's knowledge across disciplines. will be utilized to form a basis for comparison of strategies for teachers who teach the same subject to ensure good instructional articulation.  Students and parents will be aware of and understand the expectation of all students to achieve success in all courses.  Teachers will collaborate to refine instructional units that are standards-aligned engaging in the process of: Prioritizing: Identify the most critical learning standards for the grade level or course from among the full set of relevant standards; Unpacking: Identify the explicit and implicit domain skills for those learning standards at the grade and course level; and Powering: Identify the essential skills from among the domain skills (Marzano, Yanoski, Hoegh, & Simms, 2013).  A standard planning template will be used by all teachers to ensure quality and uniformity across all grades. 100% of teachers will complete and upload lesson plans to Canvas by Thursday evening the week prior to facilitation.  All Teachers, including Special Education and ELL, will organize and facilitate learning activities that target instruction to each student's level of attainable mastery.		Nicole Winsley	06/28/2022
Actions		19 of 21 (90%)		
9/19/16	Instructional staff will participate in backwards design, differentiated instruction, assessments, and deconstruction of North Carolina Standard Course of Study.	Complete 03/15/2017	Tinisha Shaw	03/28/2017
Notes	: Teachers will work collaboratively to share strategies to develop best practices to differentiate instructions and assessments for students.			
9/19/16	A school-wide book study, Women in Science, will be aligned to each curricular area to increase students and parents exposure to informational texts and resources.	Complete 05/01/2017	Samantha Massey	05/01/2017

Notes:	Teachers will develop Teacher Documentation Forms aligning the school-wide book read to a course objective. This objective will be used to develop a service learning project culminating with a demonstration of learning for parents and community.			
8/30/17	Teachers will participate in the Guilford County School's District Professional Development Day on August 22, 2017.	Complete 08/23/2017	Gwendolyn Johnson	08/25/2017
Notes:	We have a teacher that will represent The Middle College at Bennett presenting biology strategies for the district's biology teachers on August 22, 2017.			
8/30/17	Deliver the curriculum resource, Marzano, Pickering, and Polluck's Classroom Instruction that Works, to the whole staff that supports research-based strategies for increasing student achievement.	Complete 09/15/2017	Shaniqua Burnette	09/29/2017
Notes:				
8/22/17	Administrative team will implement weekly Professional Learning Communities that hold teachers accountable for working in teams to collaborate to meet the needs of all students.	Complete 10/12/2017	Shaniqua Burnette	10/31/2017
Notes:	Agendas and minutes are also required			
8/22/17	Develop and implement a common lesson plan template that defines the necessary elements of a lesson and how to outline standards and target objectives addressed in instruction.	Complete 01/04/2018	Thyais Maxwell	01/05/2018
Notes:				
8/30/17	Deliver professional learning to the whole staff on Growth Mindset. Staff will participate in a book study, The Growth Mindset, that will assist us in assessing our S.O.A.R. (Strengths, Opportunities for growth, Aspirations, and Results), and setting goals for optimal student and staff achievement.	Complete 06/29/2018	Shaniqua Burnette	06/28/2018
Notes:				
9/30/19	Develop and structure a variety of platforms for communication including face-to-face PD, PLCs, email, and Canvas.	Complete 09/02/2019	Ashantae Brooks	01/30/2020
Notes:				
9/24/19	Leadership and support staff will conduct focused walkthroughs that monitor instruction. Feedback and support will be given with unit implementation consistently provided through ongoing collaboration and data analysis.	Complete 05/01/2020	Thyais Maxwell	05/05/2020
Notes:				

9/24/19	Leadership will lead the District supported Instructional Leadership Team (ILT), which will support instruction through conducting walkthroughs, providing coaching and feedback, and checking lesson plans for evidence of alignment and learning activities personalized to student needs.	Complete 12/06/2019	Cochise Lanier	05/05/2020
Notes:				
8/30/17	Develop a schedule and process for peer observations to assist with maintaining high expectations for all students, meeting each and every student where they are and growing them, and calibration of our effective instructional practices lens.	Complete 06/22/2020	Brooksie Sturdivant	06/28/2020
Notes:	Peer observations went well and were informative. The support and training from New Leaders on ILT aligned with the peer observation schedule and support.			
8/30/17	Prepare, develop, and support teacher leaders who are effective in the roles of instructional specialist, learning facilitator, classroom supporter, mentor, learner, and catalyst for change.	Complete 06/01/2020	Shaniqua Burnette	06/28/2020
Notes:	Provide professional development and training for staff bi-weekly on topics from MTSS, Data driven decision making, Formative and Summative assessment data, etc.			
8/30/17	During content and team meetings, unpack the district instructional framework focusing on what each of the tenants look like in implementation with our students and staff in the planning, teaching, and assessing phases.	Complete 05/01/2020	Thyais Maxwell	06/28/2020
Notes:				
8/30/17	Provide teachers with the opportunity to attend state and national professional development such as the North Carolina Math Teacher's Conference and Fall Leadership Seminar for content and learning activities personalized to student needs.	Complete 06/22/2020	Thyais Maxwell	06/28/2020
Notes:	The district provided support and professional learning due to shifting to MVP.			
9/24/19	Provide a refresher course once each quarter for returning teachers and/or teachers new to the school on instructional best practices and high impact strategies.	Complete 04/09/2021	Thyais Maxwell	05/05/2021
Notes:				
9/24/19	During team meetings, the ILT team will work with teachers on Total Participation Techniques (TPT) facilitation, implementation, and monitoring in the 21st century classroom.	Complete 05/05/2021	Cochise Lanier	05/05/2021
Notes:				

6/18/20	One day of SEL training for seven staff members	Complete 03/26/2021	Danielle Whitaker	05/30/2021
Notes:	Two SEL PD sessions have been provided by our District coach, Shan Carter. Training will be ongoing throughout this school year.			
9/25/17	Leadership will ensure that Biology, English II, and Math I teachers will participate in district professional development offerings accumulating a minimum of 10 seat hours per academic year.	Complete 04/23/2021	Thyais Maxwell	06/28/2021
	Provide support and ongoing PD to EOC teachers. Pearson, MVP and district coaches provided professional learning opportunities for teachers face-to-face and virtually.			
	Administrative team will create a school-wide data analysis template that will be used to analyze assessments. Data analysis of current EOC, NCFE, CTE, ACT, SAT, and student matriculation data with all teachers and staff members.	Complete 06/04/2021	Thyais Maxwell	06/29/2021
Notes:	Due to COVID testing was suspended for the 2019-20 school year. We will continue to focus on the goals established for each content area.			
6/22/21	Provide school-wide expanded learning opportunities in the community and other off-campus learning exposures. Some learning opportunities may include guest speakers, college tours, and business visits/tours		Thyais Maxwell	05/15/2022
Notes:				
	During collaborative PLC meetings, curriculum and teacher leaders will work with teachers on instructional alignment, rigor, and effective instructional practices.		Nicole Winsley	06/30/2022
Notes:				

Core Funct	ion:	Dimension A - Instructional Excellence and Alignment			
<b>Effective Practice:</b>		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

Initial Assessment:	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.	Limited Development 07/28/2016	
	The individual needs of students aren't being met.  Differentiated instruction is being implemented sporadically by our teachers.		
	Master Schedule allows weekly PLC time for professional development and teachers have 90 minute planning each day and a common lunch time daily.		
	2021-2022 School Updates		

How it will look when fully met:	All students receive individualized academic support to develop and enhance their academic literacy in all classrooms.  A tiered system of instructional and behavioral supports and interventions will be effectively implemented and employed by all teachers with a focus on student response to instructional practices, as opposed to student deficits or failures.  100% of teachers are faithfully implementing effective teaching practices and aligning them to the standards and skills as their peers teaching other tiers of intervention, with a focus on student response to instructional practices, as opposed to student deficits or failures, then schools improve the success rates of struggling students and the accuracy of identifying students who truly have disabilities.  School-wide implementation of the MTSS process.  100% of educators can distinguish between issues with the overall curriculum or the specific teaching practices within classrooms and virtual learning spaces to determine which needs adjustment to better		Vijayalakshmi Sankaran	06/28/2022
Actions	meet the needs of students.	10 of 13 (77%)		
	Identify juniors who need additional support in English and Math as evidenced by 10th grade PLAN data or ACT data. ACT preparatory course will be provided in Spring semester to increase ACT literacy scores.	Complete 12/20/2016	Tinisha Shaw	12/01/2016
Note	requires enrollment in the ACT preparatory class for the Spring semester in 2017 and 2018.			
10/24/2	Students will collaborate with LSAMP Scholars to benefit their knowledge in the discipline of science.	Complete 11/17/2016	Marcia Moore Lyons	12/16/2016
Note	Students will work with Bennett College Mentors through Sisters in Science.  Students from the Middle College met on two occasions with College mentors in the areas of Math and Science on two occasions, the last of which was on November 17th.			
9/19/2	Instructional staff will participate in 20 hours of professional development focused on backwards design, differentiated instruction, and deconstruction of the North Carolina Standard Course of Study.	Complete 03/15/2017	Tinisha Shaw	03/28/2017

Notes: Please plan to meet with Brenda Johnson, instructional consultant, from Bridgewood Educational Services.  9/19/16 Academic support structures will be in place during the school day and after school to meet the needs of students struggling in content areas.  Notes: Young Scholars will be held during the school day to give students academic support based on interim analysis data. Extended learning will be held after school for English II, Math 1 and Biology as evidenced by classroom performance and Interim data.  8/30/17 Develop a common lesson plan template that defines the necessary elements of a lesson, aligned instruction to standards and target objectives addressed in instruction with a focus on differentiation and titred instructional practices.  Notes:  9/24/19 Create professional learning on the MTSS Academic Core Notes:  9/24/19 Deliver professional learning to the whole staff on newly developed lesson plan template, gradual release model, and its critical components.  Notes:  9/30/19 The LEA/School structures professional development to provide adequate time for collaboration and active learning.  Notes:  9/30/19 Leadership will check lesson plans for evidence of completion and effective use of the gradual release model, and conduct specific walkthroughs that monitor instruction.  Notes:  9/34/19 Leadership will check lesson plans for evidence of completion and effective use of the gradual release model, and conduct specific walkthroughs that monitor instruction.  Notes:  9/34/19 Administrative team will create intervention plans that consist of Lunch and Learn, Saturday Academies, and Before-After school to support the individual needs of students across all tiers. Sessions may occur virtually as well as face-to-face.  Notes:  9/34/19 Interpretation to the students across all tiers. Sessions may occur virtually as well as face-to-face.  Notes:					
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effective use of the gradual release model, and conduct specific walkthroughs that monitor instruction.  Notes:  6/18/20 Establish a Saturday Academy with 10 sessions from October 2020 — May 2021 with 5 staff members  Notes:  9/24/19 Administrative team will create intervention plans that consist of Lunch and Learn, Saturday Academies, and Before-After school to support the individual needs of students across all tiers. Sessions may occur virtually as well as face-to-face.  Notes:	Notes:				
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Notes:  Notes:  9/24/19 Administrative team will create intervention plans that consist of Lunch and Learn, Saturday Academies, and Before-After school to support the individual needs of students across all tiers. Sessions may occur virtually as well as face-to-face.  Notes:	Notes:				
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and Learn, Saturday Academies, and Before-After school to support the individual needs of students across all tiers. Sessions may occur virtually as well as face-to-face.  Notes:	Notes:				
	9/24/19	and Learn, Saturday Academies, and Before-After school to support the individual needs of students across all tiers. Sessions may occur virtually		Thyais Maxwell	05/05/2022
6/22/21 Teachers will provide enhanced, targeted, and evidenced -based Danielle Whitaker 05/15/2022	Notes:				
instruction during weekly tutoring sessions to support students who are non-proficient or in need of additional support.	6/22/21	instruction during weekly tutoring sessions to support students who are		Danielle Whitaker	05/15/2022

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
	Notes				
	8/30/17	Student support team will schedule a "Belle Block" for a minimum of 45 minutes where students can receive small group or individualized academic support, intervention, or enrichment.		Nicole Watlington	06/28/2022
	Notes				

tial Assessment:		Limited Development	
iitiui Assessiiieiit.	A4.06: ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary.	07/28/2016	
	Teachers inconsistently discuss students with support staff when student needs are evident. We currently have a full-time counselor and a half-time social worker.		
	There is a lack of collaboration between teachers and support staff.		
	Student support services team and collaboration with staff has increased during Staff Meetings 2019-2020.		
	College Liaison established a monthly Career and Leadership lunch and learn series beginning Nov-March.		
	Support Staff weekly classroom walkthroughs.		
	2021-2022 Updates		
	August - November 2021: Fall 2021 Faculty Book Study Girls on the Edge		
	<b>August - November 2021:</b> Weekly Staff newsletter provides staff with one SEL strategy they can incorporate in their classrooms.		
	<b>October 2021:</b> Hosted a College Application Week Parent Support Night to provide parents with tools, strategies, and resources designed to ease student stress during College Application season.		
	November 2021: School provided students with four collegiate gear from area colleges and universities for a successful College Application Week.		
	<b>November 2021:</b> Student leaders elected to serve on Girls Council Court lead student body through the Athena Leadership training.		
	<b>December 2021</b> : Student leaders elected to serve on the Girls Council Court created original video for 2022-2023 Magnet process and season.		

How it will look when fully met:	Teachers and Staff help students learn to identify and understand their emotions and can teach students strategies for successfully managing their emotions. There will be an established, monitored process for referring students to the social worker and/or counselor.  100% of teachers and staff will provide instruction, modeling, classroom norms, and caring enviornment that promotes students' social/emotional competency.		Kaylan Winters	06/28/2022
Actions		8 of 11 (73%)		
8/25/17	Create a teacher referral form for staff to refer students to student support services.	Complete 08/31/2017	Melissa Warren	12/29/2017
Notes				
9/12/18	Deliver faculty/staff professional development on trauma and how it affects students in the classroom.	Complete 08/02/2018	Thyais Maxwell	08/02/2018
Notes	:			
10/1/19	Develop a yearly Sandy Hook Promise plan that implements monthly programming that assists students and staff with identifying if someone is feeling isolated, safety concerns, and bullying prevention.	Complete 11/01/2019	Danielle Whitaker	01/30/2020
Notes				
9/29/19	Create a process for students to request student support services.	Complete 09/20/2019	Stephanie Faison	05/01/2020
Notes				
9/29/19	Deliver professional development to the whole staff on the newly created teacher student support services referral form.	Complete 01/14/2020	Danielle Whitaker	05/01/2020
Notes				
9/30/19	Counselor and Social Worker will deliver professional development to the whole school on the importance of socio-emotional intelligence and ways that teachers can build a positive and inclusive environment for students.	Complete 05/21/2021	Audrea Saunders	05/05/2021
Notes				
8/30/17	Teachers will receive professional development during the summer to learn strategies for attending to students' social and emotional learning. We will continue to implement SEL strategies.	Complete 08/05/2021	Kayaln Winters	08/05/2021
Notes				
9/15/21	Members of Student Support Service will lead faculty and staff in Fall semester book study of Girls on the Edge.	Complete 12/01/2021	Thyais Maxwell	12/01/2021
Notes				

10/1/19	Administration will establish and maintain an attendance team led by an administrator, meets at least every two weeks to: (a) monitor attendance data and trends; (b) coordinate the school's multi-tiered attendance strategy; (c) examine the reasons for absences using quantitative and qualitative data, and; (d) ensure chronically absent students receive needed supports.		Danielle Whitaker	05/25/2022
Notes:	Mrs. Whitaker, School Social Worker, maintains notes for the team.			
8/30/17	Administration will strategically schedule a "Belle Basics" block in the schedule every other Thursday where student support services will provide instruction, modeling, and strategies for students' social/emotional competency and management of their emotions for targeted students.		Danielle Whitaker	06/28/2022
Notes:				
8/30/17	Develop a calendar and system for offering groups, which brings together multiple students of similar ages, issues, and goals, as an opportunity for students to acknowledge similarities of developmental issues that affect all students. These sessions would assist with the development of camaraderie, social/emotional awareness, and assist students with gaining confidence in themselves.		Danielle Whitaker	06/28/2022
Notes:				
A4.14	The school provides all students with supports and guidance to prepare them for college and careers (e.g., career awareness activities, career exploration, school visits).(5132)	Implementation Status	Assigned To	Target Date

Initial Assessment:	A4.14: The school provides all students with supports and guidance to prepare them for college and careers (e.g., career awareness activities, career exploration, school visits).  2021-2022 School Updates	No Development 03/09/2022		
How it will look when fully met:	Teachers and Staff help students learn to identify and understand their emotions and can teach students strategies for successfully managing their emotions. There will be an established, monitored process for referring students to the social worker and/or counselor.  100% of teachers and staff will provide instruction, modeling, classroom norms, and caring environment that promotes students' social/emotional competency.  Effective faculty and supportive structures implemented for entering students.  Develop, implement, and evaluate an ongoing, effective plan for every student that is transitioning out of high school into college/career. Individual one-on-one meetings with these students.  School has a clearly developed plan to support student transitions across grades and levels of schooling.  School faculty and staff will monitor incoming students for early warning indicators and provide appropriate supports; ensuring students have access to highly effective faculty are supportive structures for this transition.  Close the social capital gap between low-income students and their peers through early college programs, college/career advising, and predictive analytics system have proven effective for students transitioning out of high school into college/career.		Sharon Jacobs	06/30/2022
Actions				
Notes	:			

KEY A4.16	The school develops and implements consistent, intentional, and ongoing plans to support student transitions for grade-to-grade and level-to-level.(5134)	Implementation Status	Assigned To	Target Date
Initial Assessment:	going plans to support student transitions for grade-to-grade and	·	Assigned To	Target Date
	October 2021 - Held student-led conferences where students reflected on their 1st Quarter successes and areas for opportunities for 2nd Quarter. Students also set goals for 2nd Quarter.  November 2021 - Hosted 3 Saturday tutoring sessions for students			

	Priority Score: 2	Opportunity Score: 3	Index Score: 6		
How it will look when fully met:	School faculty and staff wi warning indicators and prohave access to highly effect transition.  Close the social capital gappeers through early college	Il monitor incoming students for early ovide appropriate supports; ensuring students ctive faculty are supportive structures for this between low-income students and their e programs, college/career advising, and have proven effective for students		Nicole Watlington	06/28/2022
Actions			5 of 9 (56%)		
9/12/18		e" program. Each new Belle will be paired lp assist with transitions and general upport.	Complete 08/01/2018	Shaniqua Burnette	06/28/2019
Notes:					
8/30/17	block where student supposed college and career choices	eer Readiness sessions monthly during open ort services will provide assistance with s, and ongoing support for students de and out of high school into college/career.	Complete 10/30/2020	Stephanie Faison	10/30/2020
Notes:					
9/30/19		udent's transitional plans bi-yearly in dent support services team.	Complete 11/12/2020	Thyais Maxwell	05/05/2021
Notes:					
9/12/18	Deliver an annual N.B.A. (Inew students to the school	New Belle Academy) that serves to orient all ol.	Complete 07/23/2020	Danielle Whitaker	06/28/2021

Notes:	Hosted New Belle Academy Virtually for our incoming students August 5 & 6, 2020.			
8/30/17	Create an "office hours" to schedule "support sessions" where students can sign up for one-on-one time to receive support. This helps to provide consistent monitoring of incoming students for early warning indicators, and an indication of when additional supports are needed.	Complete 09/02/2019	Vijayalakshmi Sankaran	11/01/2021
Notes:				
9/15/21	Partnership with DEI and Native American Education to provide opportunities for scholarship and community service and outreach.		Danielle Whitaker	06/01/2022
Notes:				
9/18/18	Administration will establish and maintain an attendance team led by an administrator, meets at least every two weeks to: (a) monitor attendance data and trends; (b) coordinate the school's multi-tiered attendance strategy; (c) examine the reasons for absences using quantitative and qualitative data, and; (d) ensure chronically absent students receive needed supports.		Nicole Watlington	06/28/2022
Notes:	Student Services meet bi-weekly to address all student concerns inclusive of attendance. Parental contact is made, one-to-one virtual calls are made, a teacher referral form has been shared, and COVID attendance procedures have been put in place.			
8/30/17	Partner with the college liaison for support with monitoring students for early warning indicators for students who are at-risk, and developing plans for students transitioning to college courses.		Nicole Watlington	06/28/2022
Notes:				
9/25/17	Through partnerships with UNCG Health and Human Services to host Race Talk, LINKS and AAERO (African American Education and Research Organization) seniors will participate in a year-long mentoring program where they will be paired with a LINKS member, and attend a monthly leadership seminar. Seniors will refine their leadership and interpersonal skills.		Tasha Moody	06/30/2022
Notes:				
Implementation:		02/05/2021		
Evidence	2/5/2021			
Experience	2/5/2021			
Sustainability	2/5/2021			

Core Function	on:	Dimension B - Leadership Capacity			
Effective Pra	actice:	Strategic planning, mission, and vision			
KEY	B1.01	The LEA has an LEA Support & Improvement Team.(5135)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The LEA has a teaching, learning, and professional development that has content specific supervisors for each level.  2021-2022 School Updates	Limited Development 07/28/2016		
		2021-2022 School Opdates			
How it will l when fully n		A transformative support and improvement team will be developed that is composed of key stakeholders that commit to adopt and engage in shared and distributed leadership. Key stakeholders may include but are not limited to assistant superintendents, assistant principals, directors of curriculum, special education, early childhood, and English Language learners, teacher leaders, department chairs, teacher union representatives, school board members, community members, and parents/caregivers.		Sharon Jacobs	06/28/2022
Actions			4 of 5 (80%)		
	8/30/17	The LEA is organized into 12 learning areas for school support that provides support to principals and schools as the district works together to improve learning and life outcomes for all children. Each of the learning areas are supervised by a school support officer (SSO)	Complete 05/01/2019	Thyais Maxwell	06/28/2019
	Notes:				
	8/30/17	The LEA has implemented the Teaching, Learning and Professional Development division which oversees all academic subject areas, library/media services, early learning, gifted education, blended learning, professional learning and leadership development.	Complete 08/28/2017	Thyais Maxwell	06/28/2019
	Notes:				
	9/29/19	Leadership will lead and monitor the work of the school improvement and instructional leadership teams.	Complete 05/01/2020	Thyais Maxwell	05/01/2020
	Notes:				

8/30/17	Develop an active school-based leadership team that consists of staff, administration, parents, and student support teams where the team facilitates effective communication, coordination, and leadership among grade levels, departments, and school community. The Leadership Team meets a minimum of twice each month for a minimum of an hour each meeting.	Complete 05/06/2020	Danielle Crosby	06/28/2020
Notes:				
9/12/18	Administration will assemble an Instructional Leadership Team that will meet regularly to lead the work of instructional improvement and advancement through the support of the district and New Leaders.		Thyais Maxwell	06/28/2022
Notes:	Ongoing development and monitoring.			

KEY	B1.03	A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other professional staff meets regularly (at least twice a month) to review implementation of effective practices. (5137)	Implementation Status	Assigned To	Target Date
Initial Assessi	ment:	B1.03: A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other professional staff meets regularly (at least twice a month) to review implementation of effective practices.  The Middle College at Bennet Leadership Team and Support Teams meets twice a month to monitor practices and policies which impact teaching and learning.  2021-2022 School Updates	Limited Development 07/28/2016		
How it will lo when fully m		Facilitate effective communication, coordination, and leadership among grade levels and departments through the leadership team. The Leadership Team is headed by the principal and includes teachers and other staff.  The Leadership Team needs to meet twice each month for an hour each meeting.  The team will operate each meeting with an agenda, keep minutes, stay focused, and follow through with the plans made.		Sharon Jacobs	06/28/2022
Actions			4 of 5 (80%)		
	9/29/19	Leadership will monitor meeting agendas and minutes to ensure that school improvement process is effectively making progress and moving students.	Complete 05/01/2020	Thyais Maxwell	05/01/2020

8/30/17	Establish an active school-based leadership team that consists of staff, administration, parents, and student support teams where the team facilitates effective communication, coordination, and leadership among grade levels, departments, and school community. The Leadership Team meets a minimum of twice each month for a minimum of an hour each meeting.	Complete 06/26/2020	Audrea Saunders	06/28/2020
Notes:	We had to re-establish our team as some members transitioned out. We meet monthly and share all information with the entire staff as we are small in number as of August 2020.			
9/29/19	Provide a refresher course at the beginning of the year for returning teachers and/or teachers new to the school on the school improvement team structure, purpose, and goals.	Complete 09/01/2020	Ashantae Brooks	09/01/2020
Notes:	We have had to do this more frequently since August 2020 with the revisioning of our school program.			
9/29/19	Deliver professional development to the whole staff on TPT and effective practices that are expected to be utilized with fidelity in every MCB classroom.	Complete 11/12/2020	Audrea Saunders	12/11/2020
Notes:				
9/12/18	Create a meeting calendar at the beginning of the year to outline dates, days, and times of the meetings for the year.		Nicole Winsley	06/28/2022
Notes:				
Core Function:	Dimension B - Leadership Capacity			
<b>Effective Practice:</b>	Distributed leadership and collaboration			

The school has established a team structure among teachers with

specific duties and time for instructional planning. (5143)

Implementation

Status

**Target Date** 

**Assigned To** 

Notes:

B2.03

KEY

Initial Assessment:	B2.03: The school has established a team structure among teachers with specific duties and time for instructional planning.	Limited Development 07/28/2016	
	The school ensures that time necessary for meetings is supplied and protected for teams. Teachers and support staff serve on teams that support student's interest, ability, and community involvement.		
	Even with the transition during 2020 COVID Pandemic, we worked to ensure staff have ample time to plan, reflect and collaborate.		
	2021 - 2022 Updates		
	Faculty holds weekly PLC meets to discuss instructional practices designed to increase rigor, engagement, and address learning gaps from 2020-2021 school year		
	Content areas hold weekly PLC meetings to discuss data from assessments, remediation, unpack standards, creating pacing calendars		
	February 2022		
	Teachers have set weekly after school duties so they have as much time for instructional planning.		

How it will look when fully met:	Incorporate effective team structures into the school improvement plan and school governance policy.  Teams have written statements of purpose and by-laws for each team's operation. Teams can provide work plans/calendar for the year and work products.  All teams prepare and maintain agendas for their meetings, maintain minutes, and catalog their work products.  Adequate time is provided for teams to meet, conduct business, and meet the expectations of district and school policies.  Team structures charged with specific functions and purpose address one of the three unique areas of need in schools; instruction and instructional methods, whole school improvement planning and family community connections.		Nicole Winsley	06/30/2022
Actions		4 of 5 (80%)		
2/28/1	Create a faculty/staff duty roster and meeting/planning schedule to establish team structure among teachers with specific duties and time for instructional planning.	Complete 08/15/2018	Shaniqua Burnette	09/01/2018
Notes				
9/29/1	9 Leadership will monitor instructional planning and duties through schedule walkthroughs and visits.	Complete 05/01/2020	Thyais Maxwell	05/01/2020
Notes				
8/30/1	7 Create and adhere to a team meeting schedule to help ensure there is adequate time provided for teams to meet, conduct business, and meet the expectations of district and school policies.	Complete 06/26/2020	Nathan Cook	06/28/2020
Notes				
9/29/1	Deliver professional learning to the whole staff on team assignments, team structure, expectations, and products.	Complete 12/18/2020	Audrea Saunders	02/01/2021
Notes				
8/30/1	Administration will Implement monthly team (Leadership, Instructional, and Student Support) meetings that encourage teachers and staff to collaborate to meet the needs of all students.		Thyais Maxwell	06/28/2022

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Core Function:	Dimension B - Leadership Capacity						
<b>Effective Practice:</b>	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			
Initial Assessment:	B3.03: The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.  Principal and CF monitor classrooms and provide feedback.  2021-2022 School Updates	Limited Development 07/28/2016					
How it will look when fully met:	The principal monitors the work (processes for team planning, instructional delivery, etc.), meets with teams, visits classrooms, reinforces good practice regularly.  The principal has established and monitors expectations and processes for team planning and for instructional delivery in every classroom.  The principal maintains high visibility and visits classrooms 3 out of 5 days a week.		Sharon Jacobs	06/28/2022			
Actions		6 of 7 (86%)					
2/28/19	Create a walkthrough sign-in sheet for each classroom to be initialed upon visiting.	Complete 01/04/2019	Tasha Moody	01/31/2019			
Notes:							
9/29/19	Deliver professional development during PLCs on gradual release, explicit instruction, and the instructional expectations for every classroom.	Complete 05/01/2020	Karen Braswell	05/01/2020			
Notes:							
9/30/19	Leadership (Principal, CF, and ILT Team) will provide feedback so teachers improve their practice by responding and reflecting to principal's observations and/or observations by peers. (Indicator A1.02)	Complete 05/01/2020	Ashantae Brooks	05/05/2020			
Notes:							

8/30/17	Develop a schedule and process for school peer observations to assist with maintaining high expectations for all students, meeting each and every student where they are and growing them, and calibration of our effective instructional practices lens.	Complete 12/10/2021	Nicole Winsley	06/28/2022
Notes:				
8/30/17	Create a school-wide classroom visitation platform for consistent feedback and calibration of instructional lens.		Thyais Maxwell	06/28/2022
Notes:				
8/30/17	Develop and implement a classroom and canvas page visitation schedule that ensures that all classrooms are visited and monitored a minimum of 2-3 days per week.	Complete 01/21/2022	Thyais Maxwell	06/28/2022
Notes:				
9/30/19	Review of expectations for lesson plans and procedures for walkthroughs will be conducted and explained at the beginning of the year and with new staff who are hired during school year.	Complete 08/28/2020	Nicole Winsley	06/30/2022
Notes:				

Core Function:	Dimension C - Professional Capacity					
<b>Effective Practice:</b>	Quality of professional development					
KEY C2.01	The LEA/School regularly looks at school performance data and aggregated classroom observation data and uses that data to make decisions about school improvement and professional development needs.(5159)	Implementation Status	Assigned To	Target Date		
Initial Assessment:	C2.01: The LEA/School regularly looks at school performance data and aggregated classroom observation data and uses that data to make decisions about school improvement and professional development needs.  Data is used as a mechanism for continuous professional development	Limited Development 07/28/2016				
	in our school.					
	2021-2022 School Updates					
	November					
	Teachers review assessment data in their respective classes and use data to create remediation and enrichment activities for students.					
	At the end of 1st Quarter grading period, teachers complete a Grade Distribution analysis to determine any academic learning gaps.					
How it will look when fully met:	Student performance data is disaggregated at least monthly, and used to inform instruction. Classroom observation data is aggregated to show patterns of professional practice across the faculty.		Nicole Winsley	06/28/2022		
	Common assessments are developed and utilized informing correction instruction and intervention in every classroom.					
Actions		6 of 7 (86%)				
8/30/17	Deliver professional development to the whole staff focusing on data analysis of current EOC, ACT, SAT, and student matriculation data.	Complete 08/01/2017	Thyais Maxwell	08/31/2017		
Notes:						
8/30/17	Provide a refresher session on data analysis three times a year (beginning, mid, and end) to assist with developing content based strategies, and individual teacher professional development plans.	Complete 01/03/2018	Thyais Maxwell	01/05/2018		
Notes:						

9/12/18	The Instructional Leadership Team will support and monitor instructional practices utilizing data analysis, classroom observations, canvas page usage, and feedback. A plan of action created for the academic year.	Complete 05/28/2021	Cochise Lanier	05/28/2021
Notes:				
6/18/20	Extend Curriculum Facilitator position through June and July 2021 for planning and preparation for upcoming professional development.	Complete 06/01/2021	Thyais Maxwell	07/30/2021
Notes:				
	Deliver professional development on using Data for improved classroom achievement. Data discussion during weekly PLCs and teacher workdays will focus on plans for interventions, remediation, maintenance, and corrective instruction as well as improving core instruction for all students to ensure all students are college and career ready	Complete 11/01/2021	Nicole Winsley	10/30/2021
Notes:				
9/12/18	Create a school-wide data analysis to be used in all content areas.	Complete 09/30/2021	Nicole Winsley	11/28/2021
Notes:				
9/12/18	Create an assessment calendar for all content areas that regularly assess content every three weeks for the academic year.		Nicole Winsley	06/28/2022
Notes:				

Core Function:		Dimension C - Professional Capacity					
Effective Prac	tice:	Talent recruitment and retention					
KEY	C3.04	The LEA/School has established a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff.(5168)	Implementation Status	Assigned To	Target Date		
Initial Assessi	nent:	C3.04: The LEA/School has established a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff.  The LEA has protocols and procedures in place for recruiting, evaluating, replacing, and rewarding staff. The Middle College at Bennett experiences very little teacher turnover, vacancies are most often due to retirement.  2019-2020, utilizing Applitrack for recruiting viable candidates and apply a team approach when interviewing.	Limited Development 07/28/2016				
How it will loo when fully me		Template and rubric for interviewing for teachers and staff.  The school employs a team of faculty for interviewing for any vacancy.  Establish an entry plan for new staff with induction, training, and mentoring.		Sharon Jacobs	06/30/2022		
Actions			3 of 5 (60%)				
	8/30/1	Utilize an interview team of teachers, staff, and community stakeholders for potential teacher positions.	Complete 06/28/2018	Shaniqua Burnette	06/28/2019		
	Note	es:					

10/1/19	Administration will inform staff of protocols and procedures during staff meetings	Complete 05/01/2020	Thyais Maxwell	05/05/2020
Notes:				
10/1/19	Administrators and staff will develop a standardized questionnaire form of various types of questions and include requirements such as lesson plan samples or teaching portfolios, for all interviews	Complete 05/20/2021	Thyais Maxwell	05/20/2021
Notes:				
8/30/17	Establish and maintain effective communication with the district human resources department who assists with the recruitment and initial screening of qualified candidates.		Thyais Maxwell	06/28/2022
Notes:				
8/30/17	Develop a consistent entry plan for new staff with induction, training, and mentoring.		Thyais Maxwell	06/28/2022
Notes:				

Core Function:		Dimension E - Families and Community					
<b>Effective Pract</b>	ice:	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		
Initial Assessm	nent:	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).  Appropriately 75% of our teachers and support staff communicate regularly with parents of our students.  2021-2022 School Updates	Limited Development 07/28/2016				
How it will loo when fully me		100% of students and parents will be aware of policies and procedures to ensure school success.  Consistent two-way, school-home communication linked to learning.  Active social media and webpages.  All teachers will record and submit a parent contact log once per quarter that includes at least two communication efforts for each student on their roster.		Nicole Watlington	06/30/2022		
Actions			7 of 11 (64%)				
	9/19/16	Deliver professional development to the whole staff on cultural competence.	Complete 11/15/2016	Tarsha Banister	11/15/2016		
	Notes:	We participated in a workshop through GCS called "Implicit Bias" on November 9th, 2016. Mrs. Banister facilitated a workshop for the staff called "Cultural Competence" on NOvember 15th, 2016.					
	9/19/16	Communicate with parents and students via town hall meetings, emails, Connect Ed messages, and written communication the policies and procedures of the school.	Complete 08/02/2017	Esther Coble	05/11/2017		

Notes.	Parent and students will be informed through various communications including town hall meetings, emails, ConnectEd messages, and written communication.			
8/30/17	Create Remind accounts for all classroom teachers that will allow teachers to have open communication with parents and students (by grade level) for communication, updates, etc.	Complete 12/01/2017	Marcia Moore-Lyons	12/29/2017
Notes				
8/30/17	Create social media (Facebook, Twitter) accounts for online communication for students and parents.	Complete 03/01/2018	Danielle Crosby	02/28/2018
Notes				
10/1/19	Deliver professional learning to parents and community stakeholders equipping them with practical guidance to encourage students' reading, study and homework habits with an understanding of a growth mindset, college and career readiness, paying for college, internet safety, financial literacy, and social-emotional health.	Complete 10/19/2019	Thyais Maxwell	10/30/2019
Notes				
9/12/18	Host Parent/Student-Teacher conferences/events a minimum of once per semester to meet with parents and/or guardians to effectively communicate about the academic success of students.	Complete 10/19/2019	Nate Hargett	06/28/2020
Notes				
8/30/17	Create a uniformed structure for Syllabi that can be provided at the beginning of each semester for each student and family.	Complete 08/30/2021	Nicole Winsley	08/30/2021
Notes				
8/30/17	Deliver professional development to whole staff to assist teachers and staff with website set-up and maintenance.		Meredith Coladonato	05/01/2022
Notes.	Professional development on technology had to be increased and improved with the transition from brick and mortar to virtual. Teachers were and are engaged in ongoing professional learning on Canvas, TEAMS, Blended learning approaches, MIE, etc. It is our goal to improve our virtual practices to ensure students are engaged and growing academically.			
12/9/19	Parent engagement session focusing on SAT, ACT, and College entrance requirements.		Nicole Watlington	05/05/2022
Notes	Date TBD			
10/2/19	Create consistent, ongoing communication avenues that flow both ways with students, parents, and all stakeholders.		Danielle Whitaker	06/30/2022
Notes				

	Provide consistent communication with parents and guardians regarding school policies, procedures and announcements through school announcements, Newsletters, Canvas, ConnectEd calls and other communication procedures (Indicator E 1.07).	Danielle Whitaker	10/30/2022
Notes:			