

## Comprehensive Progress Report

**Mission:**

The mission of Hackett High School is to educate, enable, and prepare all students to become caring, contributing citizens who can succeed in an ever-changing world. Hackett High School is committed to focusing on high expectations, individual academic success, and creating a community of respect and responsibility.

**Goals:**

- All students will be monitored weekly by a teacher adviser for academic progress.
- Every student will show growth in reading comprehension through teaching strategies aimed at improving reading throughout the high school.
- All students will be given life skills lessons weekly to better prepare them for college and career.
- All students will face less instructional interruptions throughout the school day.



! = Past Due Actions      KEY = Key Indicator

<b>Core Function:</b>		<b>School Leadership and Decision Making</b>			
<b>Effective Practice:</b>		<b>Establishing a team structure with specific duties and time for instructional planning</b>			
	<b>ID01</b>	<b>A team structure is officially incorporated into the school governance policy.(36)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<i>Initial Assessment:</i>		We are currently not operating with PLCs, however, we will begin implementation with the 2015-2016 school year	Limited Development 08/19/2015		
<i>How it will look when fully met:</i>		The Hackett High School will have a PLC team incorporated into the regularly scheduled staff meetings. A list of members will be filed in the Indistar filing cabinet.		<b>Michael Freeman</b>	<b>05/25/2017</b>
<b>Action(s)</b>	<b>Created Date</b>				

Notes:

ID04		All teams prepare agendas for their meetings.(39)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The Hackett High School meets on a regular basis to discuss student achievement, student problems, staff needs and ACSIP needs. The High School will prepare, in advance, a detailed agenda for every scheduled meeting. Each scheduled meeting will also ensure that minutes and sign in sheets are completed and maintained in the High School office.	Limited Development 08/19/2015		
<i>How it will look when fully met:</i>		Immediately following each scheduled meeting, the agendas, minutes and sign in sheets will be filed into the Indistar filing cabinet.		Michael Freeman	05/25/2017
<i>Action(s)</i>	<i>Created Date</i>				
<i>Notes:</i>					
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>		Although we are in the early stages of development, this will be easy to establish. We currently meet to discuss student achievement, aip's, assessment strategies, and student alignment/curriculum alignment. We will simply increase our meetings to a goal of twice monthly.	Limited Development 08/19/2015		
<i>How it will look when fully met:</i>		This leadership team will meet with instructional teams and other key professional staff to assess student progress.		Michael Freeman	05/25/2017
<i>Action(s)</i>	<i>Created Date</i>				
<i>Notes:</i>					

<b>Core Function:</b>		<b>School Leadership and Decision Making</b>			
<b>Effective Practice:</b>		<b>Focusing the principal's role on building leadership capacity, achieving learning goals, and improving instruction</b>			
IE04		Principal ensures teachers maximize the time available for instruction. (5547)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		I am currently using flex scheduling to address meeting student's needs in a way that I eliminate classroom interruptions.	Limited Development 09/11/2017		
<i>How it will look when fully met:</i>		When this objective if fully met, classes will occur without interruptions so that instructional time can be maximized.		Michael Freeman	04/20/2018
<i>Action(s)</i>	<i>Created Date</i>		<b>0 of 1 (0%)</b>		
1	9/11/17	Poll teachers to see if flex scheduling is limiting classroom interruptions.		Michael Freeman	04/20/2018

Notes: Poll results should be used to determine schedule usage for next school year.

!	IE06	The principal keeps a focus on instructional improvement and student learning outcomes.(57)	Implementation Status	Assigned To	Target Date
<b>Initial Assessment:</b>		I am in the process of visiting 3 classrooms each school day to do observations in order to increase visibility and have a larger impact on instructional improvement and student learning outcomes.	Limited Development 09/26/2016		
<b>How it will look when fully met:</b>		Classrooms will be observed on a daily basis to improve teaching practices. A spreadsheet will be kept that provides evidence of visited classrooms.		Michael Freeman	05/19/2017
<b>Action(s)</b>	<b>Created Date</b>		<b>0 of 1 (0%)</b>		
1	9/26/16	Observe 3 teachers daily.		Michael Freeman	05/19/2017
Notes:					

<b>Core Function:</b>		<b>School Leadership and Decision Making</b>			
<b>Effective Practice:</b>		<b>Aligning classroom observations with evaluation criteria and professional development</b>			
	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
<b>Initial Assessment:</b>		The Hackett High Principal will furnish the Leadership team with summaries of grade level observations, in general formation areas of need. Based on the leadership team's suggestions, the Hackett High School will provide detailed PD in areas of need.	Limited Development 08/20/2015		
<b>How it will look when fully met:</b>					
<b>Action(s)</b>	<b>Created Date</b>				
Notes:					

IF06		Teachers are required to make individual professional development plans based on classroom observations.(70)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The classroom teachers will submit, by March 1, recommendations to the high school principal, for current PD needs. The requests will be compiled and one master list created. The list will be uploaded into the Indistar filing cabinet.	Limited Development 08/19/2015		
<i>How it will look when fully met:</i>					
<i>Action(s)</i>	<i>Created Date</i>				
<i>Notes:</i>					
IF11		The school provides all staff high quality, ongoing, job-embedded, and differentiated professional development.(3984)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		All Hackett High School teachers will be surveyed for requested PD by March 1. The requested list will be used for consideration in provided PD throughout the school year.	Limited Development 08/19/2015		
<i>How it will look when fully met:</i>					
<i>Action(s)</i>	<i>Created Date</i>				
<i>Notes:</i>					
<b>Core Function:</b>		<b>School Leadership and Decision Making</b>			
<b>Effective Practice:</b>		<b>Expanded time for student learning and teacher collaboration</b>			
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
<i>Initial Assessment:</i>		Students who receive extended learning time will be evaluated and their MAP scores can be examined to determine effectiveness. Students who are on academic probation are monitored by staff and work with teachers to ensure improvement.	Limited Development 08/19/2015		
<i>How it will look when fully met:</i>					
<i>Action(s)</i>	<i>Created Date</i>				
<i>Notes:</i>					

Core Function:		School Leadership and Decision Making				
Effective Practice:		Ensuring High Quality Staff - Recruitment, Evaluation, and Retention				
		I101	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>		The Hackett High School needs to attend other job fairs in other areas. At this point we only participate in area wide recruitment. By attending other educational job fairs, in other geographical areas, we can find teachers in hard to find areas. We will make an effort to attend at least one large university recruitment day.		Limited Development 08/19/2015		
<i>How it will look when fully met:</i>						
Action(s)	Created Date					
Notes:						

Core Function:		Curriculum, Assessment, and Instructional Planning				
Effective Practice:		Engaging teachers in aligning instruction with standards and benchmarks				
		I1A01	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>		The Hackett High School will include upper elementary teachers, in all core areas, on Data Disaggregation days, to ensure alignment.		Limited Development 08/19/2015		
<i>How it will look when fully met:</i>		When this is fully met, the district will have a fully aligned comprehensive curriculum horizontally and vertically.			Michael Freeman	10/06/2017
Action(s)	Created Date			0 of 1 (0%)		
1	9/11/17	Have data days as a staff.			Vickie Webb	09/29/2017
Notes: The data days will allow the teachers an opportunity to align curriculum.						

Core Function:		Curriculum, Assessment, and Instructional Planning				
Effective Practice:		Assessing student learning frequently with standards-based assessments				
		I1D02	The school tests each student at least 3 times each year to determine progress toward standards-based objectives.(100)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Each student is assessed at least three times a year. Each student's progress is monitored and copies of the assessments are sent home during parent teachers conferences. Each parent is aware of where their student is and what their progress has been.		Full Implementation 08/19/2015		

Core Function:		Classroom Instruction			
Effective Practice:		Expecting and monitoring 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
Initial Assessment:		All students in grades K-11 are assessed at least 3 times per academic year. We use MAP and meet immediately following the assessments. Teachers analyze the data and needs of each student. Lesson plans, curriculum materials and websites are used in realigning the student's objectives and learning goals.	Full Implementation 08/19/2015		
	IIIA02	All teachers develop weekly lesson plans based on aligned units of instruction.(111)	Implementation Status	Assigned To	Target Date
Initial Assessment:		Teachers are expected to turn in weekly lesson plans electronically to the principal that includes standards addressed and assessments.	Limited Development 09/26/2016		
		Priority Score: 3                      Opportunity Score: 3	Index Score: 9		
How it will look when fully met:		When this is fully met, all teachers will submit weekly lesson plans. The documentation will be the electronic lesson plans.	Objective Met 09/11/17	Michael Freeman	09/26/2016
Action(s)	Created Date				
1	9/26/16	Send out lesson plan template to staff members.	Complete 09/11/2017	Michael Freeman	10/14/2016
Notes:					
Implementation:			09/11/2017		
Evidence	9/11/2017	I have weekly lesson plans stored in Google Classroom from my teachers.			
Experience	9/11/2017	This objective has been completely met and all teachers have the template and submit lesson plans weekly to me through Google Classroom.			
Sustainability	9/11/2017	I will continue to monitor weekly submitted lesson plans and teachers will continue to develop them.			

Core Function:		Family Engagement in a School Community			
Effective Practice:		Explain and communicate the purpose and practices of the school community			
	FE04	The school's Title I Compact (Or Non-Title I schools roles and expectations for parents, students, and teachers) includes responsibilities (expectations) that communicate what parents (families) can do to support their students' learning at home (curriculum of the home, with learning opportunities for families to develop their curriculum of the home). (3983)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The Hackett High School will send home, during the Parent Survival Night, reading lists, family literacy dates, and website information. A flyer, provided to each parent will list all websites that will help students and parents learn. The High School will also provide information on how to use the HAC/school website.	Limited Development 08/19/2015		
<i>How it will look when fully met:</i>		Parents will be better informed of available resources.		Vickie Webb	03/15/2018
Action(s)	Created Date		0 of 1 (0%)		
1	9/11/17	Prepare parent materials		Vickie Webb	03/14/2018
Notes:					

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>		The Hackett High School currently offers packets of information to all parents of seniors.	Limited Development 08/20/2015		
<i>How it will look when fully met:</i>					
Action(s)	Created Date				
Notes:					

Core Function:		Student-Focused Learning			
Effective Practice:		Blended learning: Mix traditional classroom instruction with online delivery of instruction and content, granting the student a degree of control over time, place, pace, and/or path			
	BL01	All teachers receive initial and ongoing training and support in effective use of blended learning methods.(5526)	Implementation Status	Assigned To	Target Date
Initial Assessment:		Teachers are receiving consistent PD in using Google Classroom for a blended learning environment.	Limited Development 09/11/2017		
How it will look when fully met:		Google classroom will be used in all classrooms to provide blended instruction.		Michael Freeman	05/25/2018
Action(s)	Created Date		0 of 1 (0%)		
1	9/11/17	PD given over Google classroom		Michael Freeman	05/25/2018
Notes: During PD opportunities, Google classroom usage will be trained and supported.					
	BL02	All teachers employing blended learning methods make sure that technology and data enhance relationships, but do not pretend to substitute for them.(5527)	Implementation Status	Assigned To	Target Date
Initial Assessment:		We are currently purchasing chrome books and providing training for quality usage of google classroom.	Limited Development 09/11/2017		
How it will look when fully met:		Google Classroom will be used effectively as a tool in all classrooms.		Michael Freeman	05/25/2018
Action(s)	Created Date		0 of 1 (0%)		
1	9/11/17	Chrome books are being purchased.		Vickie Webb	01/04/2018
Notes: The chrome books will allow us to further pursue effectively using google classroom in all classes.					



Core Function:		Student-Focused Learning			
Effective Practice:		Social/Emotional Competency: Provide instruction, modeling, classroom norms, and caring attention that promotes students' social/emotional competency			
	SE02	All teachers teach and reinforce positive social skills, self-respect, relationships, and responsibility for the consequences of decisions and actions.(5543)	Implementation Status	Assigned To	Target Date
Initial Assessment:		We are currently implementing a weekly life skills lesson that is taught by all teachers to all students.	Limited Development 09/11/2017		
How it will look when fully met:		Every week, each teacher will teach a life skills lesson to every student. The evidence will be the principal designed lessons on Google Classroom.		Michael Freeman	05/24/2018
Action(s)	Created Date		1 of 2 (50%)		
1	9/11/17	Send teaches weekly life lesson skills.	Complete 09/15/2017	Michael Freeman	09/18/2017
		Notes: Every week, I am going to send out a weekly life lesson skill and monitor effectiveness throughout the school year.			
2	9/18/17	Continue to post life skills lessons weekly to Google Classroom.		Michael Freeman	05/18/2018
		Notes:			