

Navigating Our Course (Status Checks) Handout



Measuring the progress of a school's strategies directly impacts the likelihood of reaching goals. It is important to assemble the CI Team regularly to assess the status and quality of implementation and, in turn, adjust daily work in response to this assessment to achieve the intended outcomes.

Purpose: Status Checks provide the space for the CI Team to reflect on the data and progress related to the Improvement Strategies noted in the SPP Roadmap across the three Inquiry Areas and develop next steps according to the analysis and needs.

Directions: As a CI Team, complete the following steps for each improvement strategy.

- **Step 1:** Review the Findings/Visualizations slides within the Status Check slide deck. These will need to be updated prior to each Status Check.
- **Step 2:** Reflect on the **Now, Next, Need** questions noted in the slide deck.
- **Step 3:** Fill in the appropriate cells for each Status Check. You may use the tables starting on page 2 of this handout or use the *Status Checks: Navigating Our Course Spreadsheet* to track and monitor progress.
 - Rate the overall status of the improvement strategy using one of the following:
 - i. **Strong** - on track
 - ii. **At Risk** - requires some refinement and/or support
 - iii. **Needs Immediate Attention** - requires immediate support
 - Identify specific **Lessons Learned (Now), Next Steps** and **Needs**

After each Status Check update the overall Status in the At A Glance table on page 2 of this handout. This table can be shared with staff, families, and other school partners to provide an update on the SPP Roadmap. This may also be used with district staff to show progress over time.

Glossary Terms

Status check - focused dialogue that takes place across the Status Checks where teams use data to understand the impact of the Improvement Strategies, monitor progress toward school goals, and make adjustments/decisions based on learnings and challenges.



Navigating Our Course At A Glance

Fill in the tables below with school Goals, Improvement Strategies, and Intended Outcomes. After each Status Check, copy and paste **Strong**, **At Risk**, or **Needs Immediate Attention** to the Status Check # Status column determined by the Status Check's activities on the following pages.

Student Success			
<p>School Goal 1: <i>From August 2023 to June 2024, Melton's student median growth percentile will increase from 56% to 61% in math and 53.5% to 58% in reading with particular emphasis on closing achievement gaps for students in Hispanic, EL, and IEP subcategories.</i></p>			
Improvement Strategies	Intended Outcomes	Status Check 1 Status	Status Check 2 Status
iReady	<ul style="list-style-type: none"> ● Refine our PLC process using the district guidelines. ● Adjust master schedule to make dedicated PLC and grade level planning time ● Hire intervention assistant for reading and math ● Continue MTSS team to meet weekly ● Access to CCSS and essential standards per District ● Provide training on iReady 	Strong	Update after Status Check 2

Adult Learning Culture			
<p>School Goal 2: <i>During the 23-24 SY, all teachers, including special service providers, will be continue studying their instructional practice through a collaborative Professional Learning Community weekly for 60 minutes. We intend to move from a level 5 (analyzing student learning) PLC team to a level 6 (adapting instruction to student's needs) team. Staff will study how their teaching affects student mastery of a common objective and how their instructional practices relate to these results.</i></p>			
Improvement Strategies	Intended Outcomes	Status Check 1 Status	Status Check 2 Status
PLC's	<p><i>Staff will attend PLC trainings staff to engage in further professional development related to implementing effective and inclusive Professional Learning Communities which will</i></p>	Update after Status Check 1	Update after Status Check 2



	<i>make their time with their teams most efficient around student performance.</i>		

Connectedness

School Goal 3: *During the 23-24 SY, Melton Elementary School will effectively communicate with families and engage families in two-way dialogue on an ongoing basis throughout the school year to support student success and foster shared ownership and decision-making for all stakeholders in the Melton school community. School leaders across the school community will work to engage parents in dialogue, attempting to engage 100% of all parents in some level of communication regarding student success with at least 90% being reached.*

Improvement Strategies	Intended Outcomes	Status Check 1 Status	Status Check 2 Status
<i>Engaging families in school events through PBiS</i>	<ul style="list-style-type: none"> ● <i>Make parent phone calls</i> ● <i>Document parent connections</i> ● <i>Invite families into the school</i> 	<i>Strong</i>	<i>Update after Status Check 2</i>

Status Check 1

Student Success

School Goal 1: *From August 2023 to June 2024, Melton’s student median growth percentile will increase from 56% to 61% in math and 53.5% to 58% in reading with particular emphasis on closing achievement gaps for students in Hispanic, EL, and IEP subcategories.*

Improvement Strategies	Intended Outcomes	Status Check 1 Status
<i>iReady</i>	<ul style="list-style-type: none"> ● <i>Refine our PLC process using the district guidelines.</i> ● <i>Adjust master schedule to make dedicated PLC and grade level planning time</i> ● <i>Hire intervention assistant for reading and math</i> ● <i>Continue MTSS team to meet weekly</i> ● <i>Access to CCSS and essential standards per District</i> 	<i>strong</i>



	● <i>Provide training on iReady</i>	

Lessons Learned (Now)

Strategy 1: Need to change the master schedule so PLC time occurs during the week and not on Wednesdays. Teachers would like PLC to occur during a 1-hour specials block. Early release Wednesdays will be designated for grade level planning time.

Strategy 2: Not everyone knew the expectations of the purpose of an efficient PLC.

Strategy 3: Scheduling of intervention times with 2 assistants is very difficult and needs to be better thought out so we can use both assistants for ELA and Math.

Strategy 4: Making sure everyone knows what an intervention looks like and how it is implemented.

Next Steps:

Strategy 1: Training in differentiating instruction at all levels.

Strategy 2: Provide staff with a variety of different interventions to use with their students.

Strategy 3: Support staff with tracking and analyzing the data we get from common assessments.

Need:

Strategy 1: Solid data from iReady to drive the PLC process and see how the support is helping the students.

Strategy 2: All staff to have buy-in to the intervention process.

Adult Learning Culture

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<i>objective and how their instructional practices relate to these results.</i>		
Improvement Strategies	Intended Outcomes	Status Check 1 Status
PLC's	<i>Staff will attend PLC trainings staff to engage in further professional development related to implementing effective and inclusive Professional Learning Communities which will make their time with their teams most efficient around student performance.</i>	strong
Lessons Learned (Now)		
<p>Strategy 1: Developed a master schedule that gives teachers more time to have focused PLC time.</p> <p>Strategy 2: PLC groups are more efficient when all staff are gathered working on the same task.</p> <p>Strategy 3: With the loss of every Wednesday for prep time, we had to get more creative of how to make our PLC time most efficient.</p> <p>Strategy 4: Wide understanding of what the purpose of a PLC is.</p>		
Next Steps:		
<p>Strategy 1: Continue with the new current PLC group process.</p> <p>Strategy 2: Provide a more specific time to allow teachers to have PLC's.</p> <p>Strategy 3: Provide data to teams of areas teachers are working on.</p> <p>Strategy 4: Continue to guide the staff through the PLC process.</p>		
Need:		
<p>Strategy 1: Clear and specific feedback to grade level PLC groups.</p> <p>Strategy 2: Staff to provide specific intervention groups.</p>		



Strategy 3: Change the schedule for the 23-24 SY so PLC time can occur every week and not every other.

Connectedness

School Goal 3: *During the 23-24 SY, Melton Elementary School will effectively communicate with families and engage families in two-way dialogue on an ongoing basis throughout the school year to support student success and foster shared ownership and decision-making for all stakeholders in the Melton school community. School leaders across the school community will work to engage parents in dialogue, attempting to engage 100% of all parents in some level of communication regarding student success with at least 90% being reached.*

Improvement Strategies	Intended Outcomes	Status Check 1 Status
<i>Engaging families in school events through PBIS</i>	<ul style="list-style-type: none"> ● <i>Make parent phone calls</i> ● <i>Document parent connections</i> ● <i>Invite families into the school</i> 	strong

Lessons Learned (Now)

Strategy 1: Timing and weather is everything. Make sure we are having events that are convenient to the families and nothing else is happening at other schools around.

Strategy 2: Make sure all numbers in IC are up to date and current.

Strategy 3: Provide a need to have families meet.

Next Steps:

Strategy 1: Use surveys to figure out what the need is at the school for families to come in.

Strategy 2: Give detailed notification of what the school event is about with plenty of notice.

Strategy 3: Provide prizes for families to attend after-school events.

Strategy 4: Call more families on a regular basis with positive news.



Need:
<p>Strategy 1: Community resources to support families.</p> <p>Strategy 2: Parent and family support to help run after-school events.</p> <p>Strategy 3: Obtain prizes around the community to give to families who attend events.</p> <p>Strategy 4: Time for teachers to make positive phone calls home.</p>

Status Check 2

Student Success		
<p>School Goal 1: <i>Copy/paste Goals the school identified in the SPP Roadmap or from the At A Glance table above.</i></p>		
Improvement Strategies	Intended Outcomes	Status Check 2 Status
<p><i>Copy/paste Improvement Strategies identified in the SPP Roadmap or from above. Add/delete rows as needed.</i></p>	<p><i>Copy/paste intended outcomes the school identified in the SPP Roadmap or from above.</i></p>	
Lessons Learned (Now)		
<p>Strategy 1:</p> <p>Strategy 2:</p> <p>Strategy 3:</p> <p>Strategy 4:</p>		
Next Steps:		



Strategy 1:

Strategy 2:

Strategy 3:

Strategy 4:

Need:

Strategy 1:

Strategy 2:

Strategy 3:

Strategy 4:

Adult Learning Culture		
School Goal 2: <i>Copy/paste Goals the school identified in the SPP Roadmap or from the At A Glance table above.</i>		
Improvement Strategies	Intended Outcomes	Status Check 2 Status
<i>Copy/paste Improvement Strategies identified in the SPP Roadmap or from above. Add/delete rows as needed.</i>	<i>Copy/paste intended outcomes the school identified in the SPP Roadmap or from above.</i>	
Lessons Learned (Now)		
Strategy 1:		
Strategy 2:		
Strategy 3:		



Strategy 4:
Next Steps:
Strategy 1:
Strategy 2:
Strategy 3:
Strategy 4:
Need:
Strategy 1:
Strategy 2:
Strategy 3:
Strategy 4:

Connectedness		
School Goal 3: <i>Copy/paste Goals the school identified in the SPP Roadmap or from the At A Glance table above.</i>		
Improvement Strategies	Intended Outcomes	Status Check 2 Status
<i>Copy/paste Improvement Strategies identified in the SPP Roadmap or from above. Add/delete rows as needed.</i>	<i>Copy/paste intended outcomes the school identified in the SPP Roadmap or from above.</i>	
Lessons Learned (Now)		
Strategy 1:		



Strategy 2:
Strategy 3:
Strategy 4:
Next:
Strategy 1:
Strategy 2:
Strategy 3:
Strategy 4:
Need:
Strategy 1:
Strategy 2:
Strategy 3:
Strategy 4: