



WHITE OAK ELEMENTARY SCHOOL

OFFICE OF THE PRINCIPAL

Amy M. Steinert
Principal

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Sarah W. McLaughlin
Assistant Principal

Edenton-Chowan Schools

Annual School Improvement Plan Approval

The White Oak Elementary School Improvement Team met on
September 21, 2010 and approved the attached School Improvement Plan
for school year 2010 - 2011.

Amy M. Steinert
Signature

Jane Parr
Signature

Danielle Winslow
Signature

Sarah McLaughlin
Signature

Lee Powell
Signature

Susan Dail
Signature

Beth Brakke
Signature

Brandi Richardson
Signature

Bess Little
Signature

Jennifer Bass
Signature

Jane Proctor
Signature

Signature

Julia Forchard
Signature

Amanda Carver
Signature

Signature

The faculty met on September 23, 2010 and voted to approve the attached
School Improvement Plan for school year 2010- 2011. The recorded faculty
vote was 57 in favor and 0 opposed.

Amy M. Steinert
Principal

9/23/10
Date

**White Oak Elementary School
School Improvement Plan**

STATEMENTS OF ASSURANCE

- 1. General --** The School Improvement Plan (SIP) for White Oak Elementary is developed and approved in accordance with the provisions of G.S. 115C-105.27.
- 2. Professional Development –** As prescribed by G.S. 115C-105.30 over 75% of the state staff development funding allotment has been distributed to our school. The school improvement team insures that these funds are used to implement the school improvement plan. All staff development activities in this school embrace the professional development vision adopted by the North Carolina State Board of Education in March 2003.

Classroom practice and school leadership in North Carolina will be improved through tailored, intensive professional development that includes follow-up, support, practice, feedback and evaluation. It is a collaborative effort that provides every student access to a competent, caring and highly-qualified teacher. All fiscal and human resources within the educational community support classroom instruction and interactions that prepare students to thrive and contribute to a complex, dynamic global and multicultural society. Activities result in implementation of classroom practices that lead to improved student achievement.
- 3. Planning Time and Duty-Free Lunch –** In accordance with G.S. 115C-105.27(b)(6.) there is a plan in place to assure planning time during the regular student contact hours and duty-free lunch to the extent resources are available. Our school planning team has developed a lunch duty plan that has been shared and approved according to the School Improvement Plan approval process. In addition, a planning time schedule has been developed, shared and approved that details our progress in providing a minimum of five hours of planning time per week for every teacher.
- 4. Safe Schools Plan --** In accordance with G.S. 115C-105.47 our school has developed a safe school plan, which promotes a climate of respect and appropriate personal conduct for students and school personnel, and provides for safety, security and order. This plan is on file in the principal's office.
- 5. Healthy Active Children (K-8 schools) –** The components of State Board of Education policy HSP-S-000 Healthy Active Children (HAC) have been considered in the school plan and are imbedded in the school schedule. The school is committed to providing regular physical activity for students both with a physical education specialist and during recess. In accordance with HSP-S-000 recess will not be taken away as a punishment.

6. Reading by Grade 2 – (White Oak only) Embedded throughout the school improvement plan are projects and initiatives to achieve the goal that students will read at grade level by the time they enter second grade. The improvement strategies include the use of assessments to monitor student progress in learning to read, research based interventions for students having difficulty, and best practice staff development for teachers. In accordance with legislative requirements, the school has processes in place for notifying parents or guardians when the child is not reading at grade level or may not be reading at grade level when s/he enters second grade.

**WHITE OAK ELEMENTARY
SCHOOL
SCHOOL IMPROVEMENT PLAN
2010-2011**



STUDENT LEARNING GOALS

- 1. 75% of the students in kindergarten through second grade will be on grade level on math, reading, and writing end-of-year K-2 assessments.*
- 2. 100% of the students in pre-kindergarten through second grade will utilize 21st century technology as documented in classroom plans, observations, computer lab logs, curriculum maps, and pacing guides.*

ORGANIZATIONAL EFFECTIVENESS GOALS

- 1. 90% of faculty and staff will engage in meaningful and regular communication and collaboration as measured by the annual Community Building Survey.*
- 2. 90% of faculty and staff will feel that discipline problems are handled consistently and in a timely manner as measured by the annual School Safety Survey.*
- 3. 85% of parents will become actively involved in one or more school activities each year as evidenced by sign-in logs.*

Student Learning Goals

Goal 1: 75% of the students in kindergarten through second grades will be on grade level on math, reading, and writing K-2 end –of-year assessments.

Projects

- I. Design a coordinated and systemic procedure to ensure that children are getting their targeted interventions.
- II. Implement horizontal flexible grouping during math instruction.
- III. Train Instructional Assistants and other selected staff members in intervention programs and strategies.
- IV. Establish SMART goals in the areas of Math, Reading, and Writing.
- V. Investigate and compare data with other primary schools.
- VI. Design and implement formative and summative math assessments (K-2) that align with instructional practices and accurately reflect student achievement.

Initiatives

- A. Continue to research and investigate appropriate intervention resources for Responsiveness to Instruction (RtI).
- B. Continue to have staff development on analyzing and disaggregating data.
- C. Continue to implement the American School Counselors Association (ASCA) model.
- D. Continue to implement Math Investigations.
- E. Continue to implement horizontal flexible grouping during reading instruction
- F. Continue to form targeted groups in each grade level for reading.
- G. Continue to implement Professional Learning Community Teams that will effectively use data to inform instruction.
- H. Continue to include EC support personnel, interventionists, and/or cultural arts teachers in the delivery of core instruction in reading and math.
- I. Continue to establish and implement pacing guides for all core subjects.

- J. Continue to implement a universal screening program to help address the needs of all learners.
- K. Continue to increase access to and study of formative and summative data on an ongoing basis.

Student Learning Goals

Goal 2: 100% of the students in pre-kindergarten through second grades will utilize 21st Century technology as documented in classroom plans, observations, computer lab logs, curriculum maps and pacing guides

Projects

- I. Conduct staff development to encourage more authentic uses of technology in the classroom emphasizing the use of SMART Boards and document cameras.
- II. Integrate technology into curriculum maps.
- III. Develop a long range, prioritized professional development plan focused on technology training and integration.

Initiatives

- A. Continue to explore existing software resources connected to our core instructional materials.
- B. Continue to implement the ASCA model in units of study through technology.

Organizational Effectiveness Goals

Goal 1: 90% of faculty and staff will engage in meaningful and regular communication and collaboration as measured by the annual Community Building Survey.

Projects

- I. Pursue vertical articulation among transitional grade levels (2nd-3rd) to share best instructional practices.
- II. Develop a long range plan to implement vertical alignment

Initiatives

- A. Continue to involve the community in Positive Behavior Intervention and Support (PBIS) initiatives (e.g. Pizza Hut-Book it, McDonald's—Bus of the Month, Food Lion—posting Positive Office Referrals).
- B. Conduct ongoing team building activities involving the whole staff.
- C. Implement effective communication strategies, such as Skype and school and classroom web pages, between home, school, and local and global communities.

Organizational Effectiveness Goals

Goal 2: 90% of faculty and staff will feel that discipline problems are handled consistently and in a timely manner as measured by the annual School Safety Survey.

Projects

- I. Utilize the behavior component of Rtl.
- II. Create a formal behavior intervention plan for students that have four to six office referrals.
- III. Revamp the Cubbie Peace Patrol initiative to include students who are role models for good behavior.

Initiatives

- A. Continue implementation of PBIS and monitor its effectiveness.
- B. Continue to conduct ongoing staff review of PBIS program and procedures making necessary changes.
- C. Continue to expand the PBIS initiative to target children with challenging behaviors.
- D. Continue to expand the PBIS initiative to target bus behaviors.

Organizational Effectiveness Goals

Goal 3: *85% of parents will become actively involved in one or more school activities each year as evidenced by sign-in logs.*

Projects

- I. Devise and implement ways to use volunteers more effectively.
- II. Increase and strengthen membership and involvement through the use of PTA newsletters and programs.
- III. Implement Sneak Peek nights at all grade levels.
- IV. Investigate providing transportation to parent programs.

Initiatives

- A. Continue to find new ways to connect to community resources.
- B. Continue funding by PTA of field trips, playground equipment, and literacy programs.
- C. Continue to find new ways to publicize school events.
- D. Continue to find and implement ways to actively recruit more volunteers.

School Improvement Plan
Goal Analysis
White Oak Elementary School
2008-2011

Student Learning Goals **Green** = Met Goal **Yellow** = Improvement over previous year

Goal 1: 75% of the students in kindergarten through second grades will be on grade level on math, reading, and writing K-2 end-of-year assessments.				
Percentage of Students Scoring at Proficiency on the Math Summative Assessment We are currently researching summative math assessments that accurately reflect K-2 student achievement.				
Percentage of Students Reading on Grade Level				
	2007-2008	2008-2009	2009-2010	2010-2011
Kindergarten	80%	76%	73%	
First Grade	68%	61%	61%/77%	
Second Grade	65%	79%	64%/74%	
Percentage of Students with a Writing score of 3 or 4				
	2007-2008	2008-2009	2009-2010	2010-2011
Kindergarten	78%	80%	79%	
First Grade	60%	53%	64%	
Second Grade	46%	65%	46%	
Goal 2: 100% of the students in pre-kindergarten through second grades will utilize 21st Century technology as documented in classroom plans, observations, computer lab logs, curriculum maps and pacing guides.				
Percentage of Students Exposed to Technology				
	2007-2008	2008-2009	2009-2010	2010-2011
Kindergarten	N/A	57%	75%	
First Grade	N/A	100%	100%	
Second Grade	N/A	100%	100%	

Organizational Effectiveness Goals **Green** = Met Goal **Yellow** = Improvement over previous year

Goal 1: 90% of faculty and staff will engage in meaningful and regular communication and collaboration as measured by the annual Community Building Survey.				
Teachers and Staff – Average percentage of positive responses to the following four questions: “I am involved in the development of the school’s vision, beliefs, and mission”; “I am regularly involved in making school policies and procedures”; “Teachers in our school play a major role in curriculum alignment”; and “I have meaningful involvement in selecting staff development activities.”				
	2007-2008	2008-2009	2009-2010	2010-2011
Teachers and Staff	64%	79.3%	71%	
Teachers and Staff – Average percentage of positive responses to the following two questions: “Teachers and staff in our school have a positive and productive relationship with the principals”; “Teachers and staff in our school have a positive and productive relationship with each other”.				
	2007-2008	2008-2009	2009-2010	2010-2011
Teachers and Staff	65.6%	92%	92%	
Goal 2: 90% of faculty and staff will feel that discipline problems are handled				

<i>consistently and in a timely manner as measured by the annual School Safety Survey.</i>				
<i>Teachers and Staff - Percent Responding Positively to the Statement "Discipline Problems are handled consistently and in a timely manner"</i>				
	2007-2008	2008-2009	2009-2010	2010-2011
Teachers and Staff	72%	81%	81%	
<i>Goal 3: 85% of parents will become actively involved in one or more school activities each year as evidenced by sign-in logs.</i>				
Percentage of Parents Actively Involved in One or More School Activities				
	2007-2008	2008-2009	2009-2010	2010-2011
Parents	N/A	83%	99%	

White Oak Elementary School
"The Way We Do Business"
2010-2011

Programs and Strategies that impact Student Learning Goals

1. All teachers and teacher assistants participate in professional learning community teams each week.
2. We have limited the amount of time students requiring intervention are "pulled out" of the classroom. Many intervention services are provided in the classroom.
3. We provide Reading Recovery, Literacy Groups, Skill Based Intervention and Math Intervention.
4. We are implementing Responsiveness to Instruction (RTI) which assesses for learning difficulties early-on and provides intensive intervention immediately.
5. We have created math check-out games to help parents work with our students who are in the RTI process.
6. We analyze formative assessment data in order to differentiate instruction.
7. The K-2 assessment is in full implementation-and is used for both formative and summative assessments.
8. We are using the Harrison Form in order to recognize underserved students that are or have the potential of being AIG/Hiflyer.
9. We are implementing Letterland and Read Well.
10. We adopted Scott Foresman Reading Street to help provide a structure for delivering reading instruction.
11. We are implementing Math Investigations.
12. We are implementing Number Worlds for math Intervention.
13. We have a comprehensive Teacher Resource Room.
14. We designed the WOS Reading Framework.
15. We are in full implementation of Positive Behavior Intervention and Support (PBIS) by developing a systematic approach that establishes and reinforces clear behavioral expectations.
16. We have integrated and reinforced content concepts and understandings into the related arts areas.
17. Many of our teachers have completed the Schools Attuned training.
18. We have implemented grade-level field trips to provide common experiences.
19. We have grade level technology notebooks that include integrated lesson plans.
20. We have implemented a master schedule that incorporates increased blocks of uninterrupted instructional time for reading and math.
21. We are implementing administrative walk-throughs.
22. We are providing on-going staff development in Rtl and PBIS.
23. We elect staff representatives to be on a Principal's Advisory Committee that meets monthly.

24. We communicate discipline data to faculty at monthly faculty meetings.
25. We schedule recess to cut down on discipline issues outside.

Programs and Strategies that impact Organizational Effectiveness Goals

1. We use flexible conferences and Pre-K home visits in order to conference with as many parents as possible.
2. We provide transportation when needed so that parents can attend meetings, conferences, and family events.
3. We provide weekly take-home folders to communicate behavioral and academic information to parents.
4. We provide Open House, Grade Level and Family nights such as a Literacy night and a Family Fitness night.
5. We provide childcare at night time events.
6. We communicate with parents via parent newsletters, *Home-School Connections and Cubbie Connection*, phone calls, e-mail, webpage, home visits, and conferences. We use Alert Now to contact all parents about major events at school.
7. All staff and visitors wear ID tags.
8. All visitors are required to sign in at the office.
9. We provide a buddy traveling system for students who are out of the classroom without their teacher.
10. Our PreK continues to meet safety and instructional criteria that earns them a superior rating.
11. We have a strong character education (CUBBIE) program which is part of our PBIS initiative. We have monthly town meetings. We have incentives for good behavior which include award certificates, beads for our Tiger Tags, Bus of the Month, and Golden Trashcan Awards.
12. We have monthly Planning Team, weekly horizontal grade level meetings, and professional learning community team meetings thus involving all staff members in the development of school policies and procedures.
13. We provide staff development in areas targeted in our School Improvement Plan—reading, writing, math, curriculum mapping, Rtl, and PBIS.
14. We e-mail the Cubbie Corner weekly newsletter and calendar.
15. We have restructured our School Improvement Plan to make it simpler and user friendly.
16. We have initiated team building activities to strengthen our school climate.

White Oak Elementary School
School Improvement Plan
2010-2011
Project Sheets

Related to Student Learning Goal #1: **75% of the students in kindergarten through second grades will be on grade level on math, reading, and writing end-of-year K-2 assessments.**

Related to Goal(s) Established by the State Board of Education: ☒ Globally Competitive Students ☒ 21st Century Professionals ☐ Healthy, Responsible Students ☐ Leadership for Innovation ☒ 21st Century Systems

Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Design a Coordinated and systemic procedure to ensure that children are getting their targeted interventions	Administration Intervention Teachers RtI Team	August 2010/ June 2011	Intervention group lists Intervention spreadsheet EGro	K-2 Assessment data Data on spreadsheet	

White Oak Elementary School
School Improvement Plan
2010-2011
Project Sheets

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Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Implement horizontal flexible grouping during math instruction	Jennifer Bass Classroom teachers Math Intervention teacher	August 2009/ June 2010	Lesson Plans Observations Group lists	Math Unit Tests Universal Screening	

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2010-2011
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Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Train Instructional Assistants and other selected staff members in intervention programs and strategies	RtI Team Intervention teachers	August 2010	Training rosters Intervention groups	K-2 Assessment results Universal Screening results	

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2010-2011
Project Sheets

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Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Establish SMART goals in the areas of Math, Reading, and Writing	PLC Teams Administration	On-going	Goal Sheets PLC minutes	K-2 Assessment Results, Math Unit Tests Universal Screening Results	

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School Improvement Plan
2010-2011
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Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Investigate and compare data with other primary schools	Administration Jennifer Bass Julia Forehand	Ongoing	ABC, PBIS reports	Data comparison between WOS and other primary schools	

White Oak Elementary School
School Improvement Plan
2010-2011
Project Sheets

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Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Design and implement formative and summative math assessments (K-2) that align with instructional practices and accurately reflect student achievement	Administration Jennifer Bass Teachers Audrey Bunch	January 2011	Math formative and summative assessments	Growth is charted—trends analyzed	

White Oak Elementary School
School Improvement Plan
2010-2011
Project Sheets

Related to Student Learning Goal #2: **100% of the students in pre-kindergarten through second grades will utilize 21st Century technology as documented in classroom plans, observations, computer lab logs, curriculum maps, and pacing guides.**

Related to Goal(s) Established by the State Board of Education: ☒ Globally Competitive Students ☐ 21st Century Professionals ☐ Healthy,
Responsible Students ☒ Leadership for Innovation ☒ 21st Century Systems

Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Conduct staff development to encourage more authentic uses of technology in the classroom emphasizing the use of SMART Boards and document cameras	Classroom teachers Cindy Phthisic Beth Brabble	August 2010/ June 2011	Staff Development sign ins Observations Walk-throughs	Increased student engagement Consistent use of equipment observed	

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2010-2011
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Responsible Students ☒ Leadership for Innovation ☒ 21st Century Systems

Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Integrate technology into curriculum maps	Beth Brabble Cindy Phtisic Teachers	June 2010	Lesson Plans Pacing Guides Curriculum Maps	Technology is used during units of study	

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2010-2011
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Responsible Students ☒ Leadership for Innovation ☒ 21st Century Systems

Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Develop a long range, prioritized professional development plan focused on technology training and integration	Beth Brabble Cindy phthsic	September 2010	Technology Plan	Horizontal Planning Minutes indicate Monthly Training Observed use of technology in classrooms	

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School Improvement Plan
2010-2011
Project Sheets

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Responsible Students ☒ Leadership for Innovation ☐ 21st Century Systems

Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Pursue vertical articulation among transitional grade levels (2 nd -3 rd) to share best instructional practices	Administration Second Grade Teachers Jennifer Bass	Ongoing	Minutes Programs	Smoother transition into third grade documented by DFW Higher 3 rd grade assessment scores at the beginning of the year	

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2010-2011
Project Sheets

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Responsible Students ☒ Leadership for Innovation ☐ 21st Century Systems

Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Develop a long range plan to implement vertical alignment	Administration Jennifer Bass	January 2011	Vertical alignment plan	Collaboration and alignment between WOS grade levels	

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2010-2011
Project Sheets

Related to Organizational Effectiveness Goal #2: **90% of faculty and staff will feel that discipline problems are handled consistently and in a timely manner as measured by the annual School Safety Survey.**

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Responsible Students ☒ Leadership for Innovation ☐ 21st Century Systems

Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Utilize the behavior component of RtI.	RtI Team School Psychologist Julia Forehand Administration	August 2010/ June 2011	Behavior plans Minutes	Less discipline referrals Less challenging behaviors	

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Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Create a formal BIP for students that have four to six office referrals	School Psychologist Julia Forehand Administration Teachers	Ongoing	BIP Plans	Less discipline referrals Less challenging behaviors	

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Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Revamp the Cubbie Peace Patrol initiative to include students who are role models for good behavior	PBS /Safety Team Administration Classroom teachers	August/ 2010- June/ 2011	Cubbie Peace Patrol Rosters Permission slips	Less discipline referrals Less challenging behaviors	

White Oak Elementary School
School Improvement Plan
2010-2011
Project Sheets

Related to Organizational Effectiveness Goal #3: **85% of parents will become actively involved in one or more school activities each year as evidenced by sign-in logs.**

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Responsible Students ☒ Leadership for Innovation ☐ 21st Century Systems

Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Devise and implement ways to use volunteers more effectively	Julia Forehand Sarah McLaughlin	Ongoing	Volunteer sign in logs	Clerical and instructional activities conducted by volunteers	

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Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Supporting Activities
Increase and strengthen membership and involvement through the use of PTA newsletters and programs	PTA Executive Board	Ongoing	PTA newsletters WOS Facebook page Sign in sheets	Documentation of increased parent involvement in PTA programs	

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Responsible Students ☒ Leadership for Innovation ☐ 21st Century Systems

Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Notes
Implement Sneak Peek nights at all grade levels	Administration Jennifer Bass Classroom Teachers	May/June 2011	Team minutes	Sign-in sheets Ease of transition into next grade	

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2010-2011
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Projects	Person Responsible	Timeline	Documentation	Evaluative Criteria	Notes
Investigate providing transportation to parent programs	Administration	January 2011	Parent Survey	Survey indicates provided transportation needed and used	