

## Comprehensive Progress Report

### Mission:

The Tarboro High School Community will collaborate to graduate all students ready to achieve success in a globally competitive world.

### Goals:

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Tarboro High School will exceed growth as measured by end of year performance indicators.

Tarboro High School Math 1 students will achieve a 10 percentage point increase in End-of-Year (EOY) READY Performance Indicators from 28% to a score of at least 38% by the end of the 2017-2018 school year.

By the end of the 2017-18 school year, Tarboro High School will increase performance on the ACT test by 10 percentage points from 26% to 36%.

By the end of the 2017-18 school year, Tarboro High School will increase performance on the Workkeys test by 10 percentage points from 45% to 55%.

Tarboro High School Biology students will achieve a 15 percentage point increase in End-of-Year (EOY) READY Performance Indicators from 10% to a score of at least 25% by the end of the 2017-2018 school year.

By the end of the 2017-18 school year, Tarboro High School will increase performance Math Course Rigor by 10 percentage points.

Tarboro High School English II students will achieve a 10 percentage point increase in End-of-Year (EOY) READY Performance Indicators from 30% to a score of at least 40% by the end of the 2017-2018 school year.

By the end of the 2017-18 school year, Tarboro High School will increase 4 year cohort graduation rate by 5 percentage points, from 78% to 83%.



Activity in the last 12 months

! = Past Due Actions

KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		High expectations for all staff and students			
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
<i>Initial Assessment:</i>		<p>Implement effective use of discipline matrix.</p> <p>Share PBIS matrix with students outlining expectations. Implementation reminders will be communicated and monitored by team and admin.</p> <p>Evaluate discipline data.</p> <p>When conducting walkthroughs and formal observations, the administrative team is looking for; a safe and orderly classroom environment, smooth transitions, high level of student engagement, and evidence of procedures to address student discipline.</p>	Limited Development 11/06/2017		
<i>How it will look when fully met:</i>		<p>Decrease in ODR.</p> <p>Teachers follow the outlined plan with fidelity.</p> <p>Effective use of instructional time.</p>		James Williams	06/09/2018
Action(s)	Created Date		0 of 2 (0%)		
1	11/6/17	Share and discuss school discipline plan. Present PBIS matrix.		James Williams	06/09/2018
<i>Notes:</i>					
2	11/8/17	The school improvement team will review ODR data to address any needed areas of concern.		Craig Harris	06/09/2018
<i>Notes:</i>					

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		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

**Initial Assessment:**

Teachers will utilize lesson plans and pacing guides, provided from external sources (i.e., district, state, etc.) to enrich instructional practices. Pacing guides and unit plans are in place for all classes. Teacher lesson plans incorporate the five teach like a champion methods. Teachers are using a common lesson plan with district pacing guides. Teacher will continue the use of Teach Like A Champion strategies in weekly classroom activities (No Opt Out / The Hook / Break It Down / Exit Ticket / Do Now) Teachers will utilize globally connected lessons in VIF. Attend AP Symposiums / Training Courses to increase teacher effectiveness.

Administration are reviewing lesson plans to look for instructional alignment during walkthroughs and formal observations. Periodic data notebook audits will be conducted as needed.

CASE 21 BM assessment data will be analyzed to determine needed adjustments in instruction.

Limited Development  
10/04/2016

<b>How it will look when fully met:</b>		Teachers will reflect on the effectiveness of lesson plans and pacing guides, provided from external sources (i.e., district, state, etc.) to enrich instructional practices. The Administration will review data notebooks of all teaching staff to ensure that pacing guides and unit plans are followed. Teacher lesson plans should reflect lof the incorporation the five teach like a champion methods. The administration will monitor departmental PLC's to ensure the progression and implementation of common lesson plans, common assessments, and the incorporation of weekly strategies. Implement strategic use of data in Professional Learning Communities and Faculty meetings in an effort to reteach, remediate, and/or enrich -Identify students in danger of not graduating in 4 years -Utilize Edgenuity to help students gain high school credits -Review and use ACT and SAT data to remediate and enrich -Implement weekly buy-back / tutorial (Help Sessions) to reteach and remediate		<b>Pippa Boyd</b>	<b>06/09/2018</b>
<b>Action(s)</b>	<b>Created Date</b>		<b>0 of 2 (0%)</b>		
<b>1</b>	11/10/16	Utilize school-wide Common Formative Assessments in each subject area and district benchmarks on a consistent basis and review data during weekly PLC's.		Pippa Boyd	09/09/2018
		<i>Notes:</i> Minutes from PLC's should reflect the implementation of new strategies to improve students who are not meeting academic goals. Departments will use this data to amend instructional practices.			
<b>2</b>	11/10/16	Implement strategies from Teach Like a Champion,departmental presentations Lesson plans reflecting strategies from the book.		Pippa Boyd	09/09/2018
		<i>Notes:</i> During walkthroughs, administration should observe teacher implementing these strategies.			

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		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
<i>Initial Assessment:</i>		Tarboro high school works to develop, and implement, teacher action plans to align student achievement data with formal and informal staff evaluations. Tarboro high school works to develop, implement, and monitor student Personalized Education Plans (PEPs) Taroboro high school facilitates and operates an Intervention/Enrichment (I/E) daily to all students. Tarboro high school implements the strategic use of data in PLCs, Data Days, and faculty meetings in an effort to re-teach, remediate, and/or enrich.	Limited Development 10/04/2016		
<i>How it will look when fully met:</i>		All teachers will be using tiered assignments to differentiate instruction based on students individual needs. Teachers will use relevant data to address individual student academic needs so that students have the opportunity to experience a high level of success.		<b>Andrew Harding</b>	<b>03/31/2018</b>
Action(s)	Created Date		0 of 4 (0%)		
1	10/25/16	Implement strategic use of data in PLCs, Data Days, and faculty meetings in an effort to re-teach, remediate, and/or enrich.		Pippa Boyd	06/09/2018
<i>Notes:</i>					
2	11/10/16	Create, administer, and review school-wide common formative assessments for each department.		Rebecca Sugg	06/17/2018
<i>Notes:</i>					
3	11/10/16	The administration will conduct frequent formal and informal observations and provide descriptive feedback for improvement approximately ten a week.		Rashard Curmon	06/17/2018
<i>Notes:</i> Administration will provide feedback within a 24 hour window.					
4	11/8/17	Counselors will attend district meetings to address MTSS needs.		Ms. Sharon Bailey	06/09/2018
<i>Notes:</i>					

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
<i>Initial Assessment:</i>		School SSMT meetings occur at least monthly to discuss at-risk students while creating a plan of success for them. The guidance department will assist staff in identifying at-risk students and providing appropriate resources as needed. The counselors work with district personnel and outside agencies to provide students, staff, and families will additional support.	Limited Development 11/09/2016		
<i>How it will look when fully met:</i>		Teachers will communicate regularly with all parents and document parent contact log to ensure contact has been made. Students will utilize the THS mentor program for at-risk students for academics and behavior. Student services will provide needed supports to students, staff, and families.		<b>Rashard Curmon</b>	<b>06/09/2018</b>
<b>Action(s)</b>	<b>Created Date</b>		<b>0 of 2 (0%)</b>		
1	11/8/17	School SSMT meetings will occur monthly to discuss at-risk students and to develop a plan to address their needs.		Rebecca Sugg	06/09/2018
<i>Notes:</i>					
2	11/8/17	The school will create a mentor program to refer at-risk(attendance, academic, social/emotional state) students.		James Williams	06/09/2018
<i>Notes:</i>					

	KEY	A4.16	The school develops and implements consistent, intentional, and on-going plans to support student transitions for grade-to-grade and level-to-level.(5134)	Implementation Status	Assigned To	Target Date
<b>Initial Assessment:</b>			<p>We have class meeting at the beginning of the year to provide an overview of specific requirements needed to transition to the next grade. Meetings with individual and groups to verify and discuss academic needs. Use of a format to track students academic requirements.</p> <p>Counselors and school staff collaborate with feeder middle school staff to prepare 8th grade students for the transition to high school. Counselors meet with 8th grade students and staff to discuss high school requirements and the scheduling process. Tours of the high school campus are conducted and 8th grade students are exposed to high school curriculum offerings.</p>	Limited Development 11/06/2017		
<b>How it will look when fully met:</b>			Students will matriculate from grade level to grade level each year, having met all requirements.		Rebecca Sugg	06/08/2018
<b>Action(s)</b>	<b>Created Date</b>			<b>0 of 2 (0%)</b>		
1	11/8/17	Meetings at the feeder middle schools to discuss the scheduling process.			Rebecca Sugg	06/09/2018
<i>Notes:</i>						
2	11/8/17	8th grade tours conducted at the high school			Tynashia Whitaker	06/09/2018
<i>Notes:</i>						

Core Function:		Dimension B - Leadership Capacity				
Effective Practice:		Strategic planning, mission, and vision				
	KEY	B1.01	<b>The LEA has an LEA Support &amp; Improvement Team.(5135)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<i>Initial Assessment:</i>			The District Improvement Team meets monthly to provide support to THS.	Limited Development 11/08/2017		
<i>How it will look when fully met:</i>			THS will receive support and guided feedback from the LEA that will lead school improvement.		<b>Robert Batts</b>	<b>06/09/2018</b>
<b>Action(s)</b>	<b>Created Date</b>			<b>0 of 1 (0%)</b>		
1	11/8/17		The District Improvement Team will meet monthly to provide support.		Robert Batts	06/09/2018
<i>Notes:</i>						
	KEY	B1.03	<b>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)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<i>Initial Assessment:</i>			Tarboro High School currently meets with leadership twice per month. During this time all department chairs and community stakeholders discuss imperative issues facing THS and actively work to formulate plans to improve current processes. This team establishes the vision and mission of the school and makes major decisions in moving the school forward.	Limited Development 11/09/2016		
<i>How it will look when fully met:</i>			The administration will meet with the leadership team to discuss instructional updates and needed areas of improvement. The leadership team will communicate with teachers the processes needed to reach intended goals. This team will share a common vision of student success and will work together effectively while being guided by a common purpose.		<b>Craig Harris</b>	<b>06/09/2018</b>
<b>Action(s)</b>	<b>Created Date</b>			<b>0 of 2 (0%)</b>		
3	11/8/17		This team will monitor progress on each of the assessed indicators in NCSTAR.		Craig Harris	06/09/2018



Notes:

4 11/8/17 The team will review data from the TWC survey and explore adjustments to the overall school environment as needed.

Rashard Curmon

06/09/2018

Notes:

**Core Function:**

**Dimension B - Leadership Capacity**

**Effective Practice:**

**Distributed leadership and collaboration**

KEY	B2.03	The school has established a team structure among teachers with specific duties and time for instructional planning.(5143)	Implementation Status	Assigned To	Target Date
<b>Initial Assessment:</b>		Tarboro High has committees that focus on rigorous curriculum, community relations, safe schools, continuous improvement and Teacher-Student relationships.	Limited Development 11/09/2016		
		Priority Score: 3                      Opportunity Score: 2	Index Score: 6		
<b>How it will look when fully met:</b>		Tarboro High School teacher leader committees will meet regularly, formulate measurable goals, and actively work to strategically improve THS. We will utilize scheduled school events as a means of communication and relationship building with all community stakeholders. Committees will use the school improvement plan, parent contact logs, student/parent handbook, vision and mission statement, curriculum guides and guidance from community members as the foundation for establishing team structures.		<b>Craig Harris</b>	<b>06/08/2018</b>
<b>Action(s)</b>	<b>Created Date</b>		<b>0 of 3 (0%)</b>		
1	11/18/16	Restructure established teacher committees to ensure effectiveness. Designate committee chair and co-chair for the 2017-2018 school year.		Pippa Boyd	06/09/2018
		<i>Notes:</i> Schedule committee meeting dates and time. Inform administration of meetings dates and times. Committee chair should send a copy of meeting minutes to administration.			
2	11/8/17	During instructional planning, teachers will be reviewing pacing, analyzing data to determine re-teaching, and updating plans for remediation/enrichment.		Michelle Harris	06/09/2018
		<i>Notes:</i>			
3	11/8/17	Teachers will document all parent contacts in logs and keep and updated copy in their data notebooks.		Craig Harris	06/09/2018

Notes:

<b>Implementation:</b>		11/29/2016		
<b>Evidence</b>	11/29/2016 Committees are established and meeting regularly.			
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<b>Experience</b>	11/29/2016 Great. These tasks are ongoing. We will continue to support committees and make changes if and when necessary.			
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<b>Sustainability</b>	11/29/2016 Committee bi-weekly meetings. Administration support of initiatives created by committees.			
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<b>Core Function:</b>		<b>Dimension B - Leadership Capacity</b>			
<b>Effective Practice:</b>		<b>Monitoring instruction in school</b>			
<b>KEY</b>	<b>B3.03</b>	<b>The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<b>Initial Assessment:</b>		Principal uses evaluation tools to provide feedback to teachers to further improve teacher learning and student learning.	Limited Development 11/09/2016		
<b>How it will look when fully met:</b>		Principal will conduct and document observations frequently and provide knowledgeable judgment of the quality of instructional practices observed during the evaluation. The administration will review samples of student work (i.e, classroom test, quizzes, homework assignments, individual and group projects) to check for comprehension of assigned content. Administration will promote effective engagement of all teaching staff, actively monitor and support school level PLC's, make changes to pacing( i.e, restructuring Intro Math I) and deliberately pair teachers for peer observations.		Rebecca Sugg	09/05/2018
<b>Action(s)</b>	<b>Created Date</b>		<b>0 of 6 (0%)</b>		
1	11/18/16	Develop, and implement teacher action plans to align student achievement data with formal and informal staff evaluations.		Craig Harris	06/09/2018

<i>Notes:</i>					
<b>2</b>	11/18/16	Conduct frequent formal and informal observations using the walkthrough tool and TNL to communicate feedback to teachers.		Craig Harris	06/09/2018
<i>Notes:</i>					
<b>3</b>	11/18/16	Research and provide data supported resources combined with professional development opportunities designed to increase student achievement rates in specified area. With an emphasis on the " Big Three" ( Math I, English II & Biology).		Rashard Curmon	06/09/2018
<i>Notes:</i>					
<b>4</b>	11/8/17	Teachers will develop PDP goals with at least one required goal related to instructional improvement in assigned area.		Craig Harris	06/09/2018
<i>Notes:</i>					
<b>5</b>	11/8/17	Instructional rounds will be conducted, giving teachers an opportunity to see instructional practices throughout the building.		Rashard Curmon	06/09/2018
<i>Notes:</i>					
<b>6</b>	11/8/17	Continue to monitor Lesson Plans, Pacing Guides position, Data Notebooks and PLC Minutes.		Rashard Curmon	06/09/2018
<i>Notes:</i>					

Core Function:		Dimension C - Professional Capacity			
Effective Practice:		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
<i>Initial Assessment:</i>		Tarboro High school administration reviews teacher evaluation feedback, walkthroughs, benchmarks, CTE data, EOC and NCFE data to review teacher performance. THS administration meets with teachers during PLCs and privately to discuss areas of concern.	Limited Development 11/09/2016		
<i>How it will look when fully met:</i>		THS administration will develop and implement teacher action plans to align student achievement data with formal and informal staff evaluations. Teachers develop, implement and monitor student Personalized Education Plans (PEP's). Students will attend afternoon help session regularly. Teachers will contact parents of struggling students weekly.		<b>Craig Harris</b>	<b>06/10/2018</b>
Action(s)	Created Date		0 of 3 (0%)		
1	11/17/16	Implement strategic use of data in PLCs, individual teacher meetings, and faculty meetings in an effort to re-teach, remediate, and/or enrich.		Rashard Curmon	01/05/2018
<i>Notes:</i>					
2	11/17/16	Create, administer, and review school-wide common formative assessments and benchmarks for each department. Discuss the effectiveness and efficiency of these assessments during PLC's and SIT team meetings.		Pippa Boyd	01/05/2018
<i>Notes:</i> School Net and Edgenuity data should be made available for administration review.					
3	11/8/17	Analyze all sources of school performance data, including sub group data and create intervention/enrichment plans to meet individual student needs.		Rebecca Sugg	06/09/2018
<i>Notes:</i>					

Core Function:		Dimension C - Professional Capacity			
Effective Practice:		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
<i>Initial Assessment:</i>		THS has certified vacancies. We will continue to work diligently to hire highly qualified teachers. Administration will continue to view TeacherMatch and East Carolina University graduate list to ensure we continue our search for teachers.	Limited Development 11/09/2016		
<i>How it will look when fully met:</i>		Administration will strive to select and employ highly qualified teachers and work to retain those individuals. Administration will actively support and provide appropriate training to meet their needs and the needs of students. THS will continue to support BT's by assigning those teachers with highly qualified mentors who are vested in the success of Tarboro High School. We will need the funds to support incentive programs for beginning teacher at our school. THS would like to support veteran teachers by establishing programs to encourage, motivate and retain quality teachers.		<b>Craig Harris</b>	<b>06/08/2018</b>
<b>Action(s)</b>	<b>Created Date</b>		<b>0 of 7 (0%)</b>		
1	11/18/16	Assess the school's climate using the Teacher Working Conditions Survey to ensure that every classroom has the supportive environment necessary to help students achieve at high levels.		Michelle Harris	06/09/2018
		<i>Notes:</i>			
2	11/18/16	Support district level BT initiatives.		Andrew Harding	06/09/2018
		<i>Notes:</i>			
3	11/18/16	Implement an open door policy for administrators and support staff.		Curmon, Harris	06/09/2018
		<i>Notes:</i>			
4	11/8/17	Use the NCEES system to evaluate teachers with fidelity and provide appropriate feedback as needed.		Craig Harris	06/09/2018
		<i>Notes:</i>			
5	11/8/17	Develop action plans for teachers who have consistently demonstrated documented concerns on evaluation standards.		Craig Harris	06/09/2018
		<i>Notes:</i> Plans will be developed as needed with guidance from HR.			
6	11/8/17	Administration will use a district approved walkthrough tool to evaluate teachers and provide immediate written feedback.		Craig Harris	06/09/2018
		<i>Notes:</i>			
7	11/8/17	Ensure quality instruction is provided for students when there is a need for a long-term substitute.		Craig Harris	06/09/2018

Notes:

Core Function:		Dimension E - Families and Community			
Effective Practice:		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
<i>Initial Assessment:</i>		Weekly ConnEd messages are sent home, informing parents of upcoming events, as well as school expectations. School events are used as a means of communication and relationship building with the community. The school's marquee is being used daily to advertise events and accomplishments. Parent contact log for all teachers are located their data notebooks. The school's website is updated regularly with highlights of school information and announcements. Open parent-teacher conferences are held the first Wednesday of each month. The school also has a new Twitter account to keep the community informed of school events and information.	Limited Development 11/09/2016		
<i>How it will look when fully met:</i>		Parents and community will receive school information in a timely manner. Feedback from parents and community will indicate that THS has an inviting school environment and information about school events and occurrences are easily accessible.		<b>Craig Harris</b>	<b>06/09/2018</b>
Action(s)	Created Date		0 of 5 (0%)		
1	11/18/16	Develop school-wide Google Master Calendar.		Pippa Boyd	06/09/2018
		<i>Notes:</i> Please check with administration to ensure that all events added to school calendar are pre-approved.			
2	11/18/16	Schedule time that parents are invited to campus for Parental Portal mini boot camp.		C. Bridgers	06/09/2018
		<i>Notes:</i>			
3	11/8/17	Send weekly Connect-Ed messages home with updated school information.		Craig Harris	06/09/2018
		<i>Notes:</i>			
4	11/8/17	Update/inform parents on curriculum, attendance, graduation requirements, post graduation plans via webpage, Twitter, marquee, curriculum nights, and junior/senior nights.		Craig Harris	06/09/2018
		<i>Notes:</i>			
5	11/8/17	Keep the school community informed of school information via Twitter.		Craig Harris	06/09/2018

Notes: