

Long Hill Elementary School 2014- 2016 SIP

Long Hill Elementary School
Cumberland County School System

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Overview

Plan Name

Long Hill Elementary School 2014-2016 SIP

Plan Description

Goals Summary

The following is a summary of the goals encompassed in this plan. The details for each goal are available in the next section.

#	Goal Name	Goal Details	Goal Type	Total Funding
1	2014-2016 To expect growth by all children.	Objectives: 2 Strategies: 3 Activities: 3	Academic	\$24500
2	2014-2016 To promote continuous quality improvement.	Objectives: 1 Strategies: 1 Activities: 2	Organizational	\$400
3	2014-2016 To recruit, select, develop, and retain the very best personnel.	Objectives: 1 Strategies: 2 Activities: 3	Organizational	\$200
4	2014-2016 To improve the use of technology.	Objectives: 1 Strategies: 1 Activities: 3	Organizational	\$0
5	2014-2016 To create a safe and caring climate that enhances learning	Objectives: 1 Strategies: 1 Activities: 4	Organizational	\$0

Goal 1: 2014-2016 To expect growth by all children.

Measurable Objective 1:

80% of All Students will demonstrate a proficiency science, and math and growth on the EOG Tests. in English Language Arts by 05/29/2015 as measured by the percentage of students scoring a Level III or higher on the exam.

Strategy 1:

In-School Tutoring Program - Classified tutors and certified personnel will provide support in both Reading and Mathematics during school hours. A 30 minute safety net will be provided daily to all students.

Activity - In-School Tutoring	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Classified tutors and certified personnel will assist classroom teachers during instruction and provide individualized support to at-risk students in the areas of Reading and Mathematics.	Tutoring	10/01/2014	05/29/2015	\$24500	Other	Principal, Assistant Principal, Classified Tutors, Remediation Teacher, Instructional Coach

Strategy 2:

Vertical Team Planning - Vertical teams will work cooperatively to develop and implement a vertically aligned program aimed at helping students acquire the academic skills necessary for success.

Activity - Vertical Planning	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
ELA, math and science curriculum lead teachers from each grade level will collaborate on a monthly basis in order to ensure effective school wide instruction. Furthermore, central office staff to include instructional specialists will be invited to collaborate with both vertical and grade level teams on effective instructional planning. Each semester, Long Hill teachers will vertically plan with our feeder school, Raleigh Road.	Professional Learning	08/18/2014	05/29/2015	\$0	No Funding Required	Principal, Assistant Principal, Instructional Coach, Classroom Teachers, Curriculum Lead teachers and/or Members of the Vertical Team, District Curriculum Specialists

Measurable Objective 2:

A 70% increase of Black or African-American students will demonstrate a proficiency in math, science and in English Language Arts by 06/10/2015 as measured by Reading 3D and EOG assessments.

Strategy 1:

Cultural Awareness Training - Certified staff will participate in cultural awareness training. Staff members will present information during monthly family meetings. Classroom teachers will consistently monitor the progress of African American students and utilize best practices that provide immediate intervention.

Activity - Grade Level Presentations on Cultural Awareness	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Grade levels will present best practices learned from cultural awareness professional development. Teachers will be given homework and will present at the next family meeting.	Academic Support Program	09/09/2014	06/09/2015	\$0	No Funding Required	Administration , teachers, CCS PD

Goal 2: 2014-2016 To promote continuous quality improvement.

Measurable Objective 1:

collaborate to develop increased proficiency and growth in all academic areas by 05/29/2015 as measured by the READY EOG Tests.

Strategy 1:

Monthly Assessment Evaluation and Progress Monitoring - Reading 3D, SchoolNet Benchmark Assessment and DIBELS/DAZE progress monitoring will be monitored monthly for student success, progress, and engagement.

Activity - MClass/DIBELS/K-2 Math Progress Monitoring	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
In 2nd and 3rd grades, MClass progress monitoring procedures will be followed closely for aspects of compliance and growth. This will also occur among 4th and 5th grade, but via DAZE and DORF paper versions. Furthermore, BOY, MOY, and EOY Words Their Way spelling inventories and bi-weekly 2nd Grade Math tasks will be completed.	Academic Support Program	06/17/2014	06/12/2015	\$400	District Funding	Instructional Coach, Principal, Assistant Principal, All Classroom Teachers

Activity - SchoolNet Benchmarking	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Common assessments in SchoolNet will be utilized to benchmark our students against district and state students to gauge curricular acquisition as quarterly intervals throughout the school year.	Academic Support Program	08/18/2014	06/12/2015	\$0	No Funding Required	Instructional Coach, Principal, Assistant Principal, All 3rd-5th Grade Classroom Teachers

Goal 3: 2014-2016 To recruit, select, develop, and retain the very best personnel.

Measurable Objective 1:

collaborate to develop formalized mentoring and induction programming for our new staff members, to include but not limited to beginning teachers by 05/29/2015 as measured by results on AdvancEd and NCTWC Survey results.

Strategy 1:

New Teacher Induction Program - A new employee induction program will be developed by a sub-committee of our School Improvement Team. This committee's responsibilities will include a formal orientation session prior to the start of school and ongoing support meetings for new employees to Long Hill Elementary School.

Activity - New Employee Orientation	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
A formal orientation session will be held by a sub-committee of the School Improvement Team in order to better orient new employees to the Long Hill way of doing things.	Career Preparation/Orientation	08/04/2014	08/15/2014	\$200	General Fund	School Improvement Team, Principal, Assistant Principal, Instructional Coach

Strategy 2:

Beginning Teacher Support Program - Monthly meetings for beginning teachers (BTs) will be held in order to provide differentiated support to our newest family members.

Activity - BT Support Meetings	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Monthly beginning teacher support meetings will be held to discuss questions and concerns, upcoming dates and responsibilities, and generalized support.	Recruitment and Retention	09/01/2014	05/29/2015	\$0	No Funding Required	School Improvement Team, Assistant Principal

Activity - BT Mentors	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
All beginning teachers will be assigned a formal mentor at the school-level in addition to i-Care support from the district for 1st year teachers.	Recruitment and Retention	08/25/2014	06/12/2015	\$0	No Funding Required	Mentors, Assistant Principal

Goal 4: 2014-2016 To improve the use of technology.

Measurable Objective 1:

collaborate to improve the use of interactive and collaborative technologies by 06/12/2015 as measured by staff engagement and technological readiness.

Strategy 1:

SchoolNet - SchoolNet assessments and curricular resources will be utilized to support instruction and student data point acquisition. Training in SchoolNet resources as they become more readily available may be necessary, but this tool should be utilized to improve student achievement as the staff becomes more and more familiar with the program and its capabilities. Training should be embedded and led by the administration, technology mentor, or instructional coach.

Activity - SchoolNet PD	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Teachers and staff will be trained through embedded professional development on how to access, utilize, and interpret assessments and resources in SchoolNet for their students.	Professional Learning	08/18/2014	06/12/2015	\$0	No Funding Required	Principal, Assistant Principal, Instructional Coach, Technology Mentor, Media Coordinator, All Classroom Teachers

Activity - SchoolNet Progress Monitoring	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
SchoolNet common assessments will be utilized to support data sharing and comparisons for effectiveness across grade levels in ELA, Math, and Science.	Academic Support Program	08/18/2014	06/12/2015	\$0	No Funding Required	Principal, Assistant Principal, Instructional Coach, Technology Mentor, Media Coordinator, All Classroom Teachers

Activity - HomeBase Support Team	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
The HomeBase Team will provide training and support for the various components of HomeBase to include Student Information Management, SchoolNet, Gradebook, and Open Class.	Technology	08/18/2014	06/10/2015	\$0	No Funding Required	HomeBase Team

Goal 5: 2014-2016 To create a safe and caring climate that enhances learning

Measurable Objective 1:

collaborate to provide consistent behavior expectations. by 06/12/2015 as measured by reducing the amount of disciplinary referrals to the front office..

Strategy 1:

PBIS Support - The PBIS team will provide consistency for both faculty and students with regards to school wide behavioral expectations and disciplinary procedures. Furthermore, considerable support will be provided for students as incentives to demonstrate and promote good behavior and character on school grounds, particularly on the school bus and in the cafeteria.

Activity - Time to Shine Program	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Time to Shine folders will be submitted to the front office on the first day of each school month. This packet will include the following: (a) recommendation for monthly Terrific Kid recognition, (b) recommendation for monthly Principal's Munch Bunch recognition, (c) recommendation for Amazing Acts of Character recognition (as appropriate), (d) personal note postcards to be sent home to three students per class, (e) recommendation and data for monthly Principal Phone Call Home recognition, (f) recommendation for monthly Shining Star recognition.	Behavioral Support Program	08/18/2014	06/12/2015	\$0	No Funding Required	Front Office Manager, Guidance Counselor, Principal, All Classroom Teachers
Activity - Horseshoes on the Hill	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Students are recognized throughout the year by our school counselor and school social worker as demonstrating outstanding character and good judgement. These students have their picture taken to be posted on our front office bulletin board and receive a small prize/gift for their good deed and/or service. These students are also recognized on our closed-circuit television morning announcements.	Behavioral Support Program	08/18/2014	06/12/2015	\$0	No Funding Required	School Counselor, School Social Worker, Principal, All Staff Members
Activity - Bus Rider of the Month	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Riders from each bus will be recognized monthly in an effort to support positive behavior while on the school bus.	Behavioral Support Program	09/30/2014	05/29/2015	\$0	No Funding Required	All Bus Drivers, Assistant Principal
Activity - Cafeteria Behavior Improvement Project	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Teachers will sit with their students for the first two weeks of school to establish manners, rules, expectations and procedures per the PBIS matrix.	Behavioral Support Program	08/18/2014	06/12/2015	\$0	No Funding Required	Teachers, Cafeteria Staff

Activity Summary by Funding Source

Below is a breakdown of your activities by funding source

No Funding Required

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Horseshoes on the Hill	Students are recognized throughout the year by our school counselor and school social worker as demonstrating outstanding character and good judgement. These students have their picture taken to be posted on our front office bulletin board and receive a small prize/gift for their good deed and/or service. These students are also recognized on our closed-circuit television morning announcements.	Behavioral Support Program	08/18/2014	06/12/2015	\$0	School Counselor, School Social Worker, Principal, All Staff Members
SchoolNet PD	Teachers and staff will be trained through embedded professional development on how to access, utilize, and interpret assessments and resources in SchoolNet for their students.	Professional Learning	08/18/2014	06/12/2015	\$0	Principal, Assistant Principal, Instructional Coach, Technology Mentor, Media Coordinator, All Classroom Teachers
SchoolNet Progress Monitoring	SchoolNet common assessments will be utilized to support data sharing and comparisons for effectiveness across grade levels in ELA, Math, and Science.	Academic Support Program	08/18/2014	06/12/2015	\$0	Principal, Assistant Principal, Instructional Coach, Technology Mentor, Media Coordinator, All Classroom Teachers
Grade Level Presentations on Cultural Awareness	Grade levels will present best practices learned from cultural awareness professional development. Teachers will be given homework and will present at the next family meeting.	Academic Support Program	09/09/2014	06/09/2015	\$0	Administration, teachers, CCS PD

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Vertical Planning	ELA, math and science curriculum lead teachers from each grade level will collaborate on a monthly basis in order to ensure effective school wide instruction. Furthermore, central office staff to include instructional specialists will be invited to collaborate with both vertical and grade level teams on effective instructional planning. Each semester, Long Hill teachers will vertically plan with our feeder school, Raleigh Road.	Professional Learning	08/18/2014	05/29/2015	\$0	Principal, Assistant Principal, Instructional Coach, Classroom Teachers, Curriculum Lead teachers and/or Members of the Vertical Team, District Curriculum Specialists
HomeBase Support Team	The HomeBase Team will provide training and support for the various components of HomeBase to include Student Information Management, SchoolNet, Gradebook, and Open Class.	Technology	08/18/2014	06/10/2015	\$0	HomeBase Team
SchoolNet Benchmarking	Common assessments in SchoolNet will be utilized to benchmark our students against district and state students to gauge curricular acquisition as quarterly intervals throughout the school year.	Academic Support Program	08/18/2014	06/12/2015	\$0	Instructional Coach, Principal, Assistant Principal, All 3rd-5th Grade Classroom Teachers
BT Mentors	All beginning teachers will be assigned a formal mentor at the school-level in addition to i-Care support from the district for 1st year teachers.	Recruitment and Retention	08/25/2014	06/12/2015	\$0	Mentors, Assistant Principal
BT Support Meetings	Monthly beginning teacher support meetings will be held to discuss questions and concerns, upcoming dates and responsibilities, and generalized support.	Recruitment and Retention	09/01/2014	05/29/2015	\$0	School Improvement Team, Assistant Principal
Cafeteria Behavior Improvement Project	Teachers will sit with their students for the first two weeks of school to establish manners, rules, expectations and procedures per the PBIS matrix.	Behavioral Support Program	08/18/2014	06/12/2015	\$0	Teachers, Cafeteria Staff
Time to Shine Program	Time to Shine folders will be submitted to the front office on the first day of each school month. This packet will include the following: (a) recommendation for monthly Terrific Kid recognition, (b) recommendation for monthly Principal's Munch Bunch recognition, (c) recommendation for Amazing Acts of Character recognition (as appropriate), (d) personal note postcards to be sent home to three students per class, (e) recommendation and data for monthly Principal Phone Call Home recognition, (f) recommendation for monthly Shining Star recognition.	Behavioral Support Program	08/18/2014	06/12/2015	\$0	Front Office Manager, Guidance Counselor, Principal, All Classroom Teachers

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Bus Rider of the Month	Riders from each bus will be recognized monthly in an effort to support positive behavior while on the school bus.	Behavioral Support Program	09/30/2014	05/29/2015	\$0	All Bus Drivers, Assistant Principal
Total					\$0	

General Fund

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
New Employee Orientation	A formal orientation session will be held by a sub-committee of the School Improvement Team in order to better orient new employees to the Long Hill way of doing things.	Career Preparation/Orientation	08/04/2014	08/15/2014	\$200	School Improvement Team, Principal, Assistant Principal, Instructional Coach
Total					\$200	

Other

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
In-School Tutoring	Classified tutors and certified personnel will assist classroom teachers during instruction and provide individualized support to at-risk students in the areas of Reading and Mathematics.	Tutoring	10/01/2014	05/29/2015	\$24500	Principal, Assistant Principal, Classified Tutors, Remediation Teacher, Instructional Coach
Total					\$24500	

District Funding

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
MClass/DIBELS/K-2 Math Progress Monitoring	In 2nd and 3rd grades, MClass progress monitoring procedures will be followed closely for aspects of compliance and growth. This will also occur among 4th and 5th grade, but via DAZE and DORF paper versions. Furthermore, BOY, MOY, and EOY Words Their Way spelling inventories and bi-weekly 2nd Grade Math tasks will be completed.	Academic Support Program	06/17/2014	06/12/2015	\$400	Instructional Coach, Principal, Assistant Principal, All Classroom Teachers
Total					\$400	

**LEA or Charter
Name/Number:**

Cumberland County Schools - 260

School Name:

Long Hill Elementary

School Number:

380

Plan Year(s):

2014-2016

Voting: All staff must have the opportunity to vote anonymously on the School Improvement Plan.

For

32

Against

0

Percentage For

100%

Date approved by Vote:

8/18/2014

School Improvement Team Membership

From GS §115C-105.27: "The principal of each school, representatives of the assistant principals, instructional personnel, instructional support personnel, and teacher assistants assigned to the school building, and parents of children enrolled in the school shall constitute a school improvement team to develop a school improvement plan to improve student performance. Representatives of the assistant principals, instructional personnel, instructional support personnel, and teacher assistants shall be elected by their respective groups by secret ballot....Parents serving on school improvement teams shall reflect the racial and socioeconomic composition of the students enrolled in that school and shall not be members of the building-level staff."

Committee Position*	Name	Year elected
Principal	Monica Carter	2014
Assistant Principal Representative	Beth Burnett	2013
Teacher Representative	Elizabeth Cook	2013
Classified/Bookkeeper	Stacy Bloyd	2014
Instructional Coach	Wendy Shearin	2013
Teacher Representative	Amanda Pate	2014
Teacher Representative	Catilin Huggins	2014
Teacher Representative	Kristen Blando	2014
Teacher Representative	Kelsey Pacer	2014
Resource/AIG	Barbara Tubbs	2014
Parent Representative	Alicia Kuch	2013
Media Coordinator	Margie Smith	2013
Parent Representative	Daniela Valenzuela	2013
Parent Representative	Rondell Bennett	2013
Parent Representative	Melody French	2014

**School-Based Management and Accountability Program
Summary of School-based Waiver Requests
Program Years: 2014-2016**

Instructions: Listed below is the waiver that only **Elementary Schools** have the option to request. Complete all cells that have a red border.

LEA or Charter School Name/Number:

Cumberland County Schools -
260

School Name:

Long Hill Elementary

Waivers

General Statute §115C-105.26 permits local boards of education to request waivers of state laws, rules, or policies as part of a school improvement plan. Waiver requests shall be submitted to the State Board of Education (G.S. §115C-105.26 (a)).

Waiver requests shall:

- Identify the school making the request;
- Identify the state laws, rules, or policies that inhibit the school's ability to improve student performance;
- Outline circumstances under which the waiver may be used; and
- Explain how the requested waiver will permit the school to improve student performance.

Allowable Waivers and Conditions

General Statute §115C-105.26 (a) mandates that the SBE shall grant waivers only for the specific schools for which they are requested and shall be used only under the specific circumstances for which they are requested. Further sections of G.S. §115C-105.26 specify that when requested as part of a school improvement plan, the State Board of Education may grant waivers of state laws pertaining to class size.

DPI allowable waiver (Elementary Schools only)

1. Does your school request the following DPI waiver? (Select Yes or No from the drop-down list in red cell below)

Allocation of Teachers: Class size - Flexibility

Yes

2. Identify the law, regulation, or policy from which exemption is requested.

G.S. 115C-301, (C) Class Size

3. State how the waiver will be used.

This will be used to eliminate combination classes when only a small number of students are involved.

4. State how this waiver helps achieve the specific performance goals identified in the School Improvement Plan.

This flexibility will allow the classroom teacher to direct his/her concentration to one grade level which makes for better planning and allows the teacher more time or individual instruction.

Remediation Plan

Instructions: Complete each cell highlighted in red. Refer to the SAMPLE Remediation Plan located on the next tab for examples. **(Note: To return to the next line within a cell, press and hold down the ALT key then press the Enter key.)**

School: Long Hill
Year: 2014-2016

Description of the Plan

Purpose:	The purpose of this plan is to provide supplemental service to at-risk students to ensure mastery of course objective and specific graduation requirements.
Delivery:	This purpose will be achieved through one-on-one tutoring, small group tutoring, instructional technology support and review sessions five days a week. Remediation teachers will also be hired to provide either "push in" or "pull out" support after whole group instruction.
Students Served:	All grade levels will receive remediation/ acceleration services.



Budget Amount

AMOUNT

Total Allocation:

\$21,760.00



Budget Breakdown

AMOUNT

Personnel:

(4) (Remediation)	\$19,795.80
* 1 X 16 hrs x 30 weeks @ 12.97 hr= \$6,225.60	
* 2 X 16 hrs x 30 weeks @ 10.77 hr = \$10,339.20	
* 1 x 10 hrs x 30 weeks @ 10.77 hr = \$3,231.00	

Materials & Supplies:	4 IPADs	\$1,279.72
	Moby Max Site License	\$500.00
		AMOUNT
Transportation:		
Grand Total:		\$21,575.52

Monitoring & Evaluating Tools: *Indicate Yes or No by selecting Y or N from drop-down*

Y	PEP
Y	Student Activity Log
Y	Other (If yes, specify in the box below):
EOG/EOC Scores, Progress Reports, ClassScape Scores, Teacher Observations, Writing Portfolio, EVAAS Data, MyTrak	

Title II Plan

Instructions: Complete each cell highlighted in red. Refer to the SAMPLE Remediation Plan located on the next tab for examples. **(Note: To return to the next line within a cell, press and hold down the ALT key then press the Enter key.)**

School: Long Hill
 Year: 2014-2015

Description of the Plan

Purpose:	The purpose of this plan is to provide a detailed description of staff development expenditures.
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Budget Amount

AMOUNT

Total Allocation:	\$2,562.00
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Budget Breakdown

Briefly describe the title of and purpose for the staff development:

Staff Development
1

The purpose of the staff development is to allow teacher time to analyze various types of data to improve targeted teaching, remediation groups, and differentiation. This staff development will take place during the regular school day.

Description

AMOUNT

Personnel:	11 subs x \$80	\$880.00
Training materials:		

Mileage/Airfare:		
Lodging/Meals:		
Consulting Services:		
Follow up activities		
Total for staff development 2: This cell will automatically total for you		\$880.00

District Wide Components		
Duty Free Lunch	Please indicate if your School Improvement Team voted for your teachers to have a duty free lunch by indicating yes (Y) or no (N) in the box to the right.	N
Duty free planning time	Please describe approximately how much planning time your teachers have during a week: 3 x weekly for 40 minutes; 1 x weekly for 90 minutes,	
PBIS school	Long Hill is revitalizing PBIS this year.	Y
PBIS rating from previous year	Please indicate your most recent PBIS assessment rating (Green Ribbon, Model, or Exemplar) if applicable in the box to the right:	

<p>Parental Involvement</p>	<p>Please describe your parental involvement plan briefly (i.e. dates or frequency of parent events, P/T conferences, PTA meetings, etc.): Open House- August 21, 2014 PTO Board - every fourth Tuesday Grandparent's Lunch – September 8-12, 2014 Curriculum Night – September 25, 2014 Book Fairs Reading Nights P/T Conferences – November 6, 2014 Veteran's Performance & PTO Meeting – November 13, 2014 P/T Conferences – January 29, 2015 Science Night 4th-5th Grade Performance & PTO Meetings - March 19, 2015 Field Day Color Run – March 27, 2015 Family Picnic</p>
<p>Safe and Orderly schools</p>	<p>The Cumberland County School System (CCS) has a commitment to excellence in providing a safe and healthy workplace. Safety of employees and students must be given first priority in every activity. To that end, all our employees have access to our district Safety Manual and Crisis Management Handbook on the CCS intranet. The Safety Manual is provided to help schools insure their day to day practices are in line with best safety practices, prepare for events that can be better managed with a safety plan, and outline protocols for handling potentially hazardous materials in our schools. Although a crisis is an event that is extraordinary and cannot be predicted, the Crisis Management Handbook was prepared to provide the principal and the local crisis team a quick reference guide of procedures to follow when a crisis occurs that affects the school.</p>
<p>Review of the SIP plan and notification of changes</p>	<p>As a part of our continuous improvement process, all schools create 2 year School Improvement plans. At the end of the first year of the plan and once test scores are received, the School Improvement Team will review both academic and organizational goals and make changes as needed. The superintendent's designee will be informed when the plan has been changed.</p>