Kristin DeFeo - NR-W Middle School Assistant Principal (4th-6th grade) – October, 2018 - BOE Report

**Linked to focus areas determined by the Building Principal Mr. Mathews, and directly linked to our Middle School SCEP and District Strategic Action Plan.*

Projected Middle School Enrollment – 2018-2019:

4th grade	98
5th grade	103
6th grade	78

2018-2019 Middle School SCEP *Assistant Principals are members of the District Leadership Team focusing on the Strategic Action Plan, and the Middle School SLT (School Leadership Team). Both teams meet every month to review our progress in regards to these plans, and to ensure that we are focusing on meeting the mission of our school to prepare every child for a successful future.
Tenet 2: School Leader Practices and Decisions (Principal - Mr. Mathews) **Tenet 3**: Curriculum Development and Support (Principal - Mr. Mathews) **Tenet 4**: Teacher Practices and Decisions **Tenet 5**: Student Social and Emotional Developmental Health (MTSS /Cougar Pride-PBIS) **Tenet 6**: Family and Community Engagement
QIP (Quality Improvement Plan) – NR-W has been designated as a Focus Intervention District which is a regional designation for our special education students. We have begun our work focusing on grades 3-6 with Special Education School Improvement Specialist Donna Brooks. Mrs. Brooks has started the classroom visits and the first "Behavior Benchmark" was completed by staff and students. The information gathered from the Behavior Benchmark will be used to create intervention groups to meet the social/emotional needs of our students.

<table>
<tr><th>SCEP</th><th>Focus area/Link</th><th>Progress</th></tr>
<tr><td>Tenet 4: Teacher Practices and Decisions</td><td></td><td><u>Classroom visits:</u> The first round of classroom visits were completed. Teachers are working with students to build relationships. Expectations are posted and referred to (Tier 1 core instruction), and routines and systems are in place to best support student learning.</td></tr>
<tr><td>Tenet 5: Student Social and Emotional Developmental Health (Cougar Pride)</td><td>Attendance Team</td><td><u>Attendance Team</u> – We met on October 1st to review September's attendance data.
<table>
<tr><th></th><th>4th grade</th><th>5th grade</th><th>6th grade</th></tr>
<tr><td>Perfect attendance</td><td>72.5%</td><td>63%</td><td>76%</td></tr>
<tr><td>Level 1 (1 day)</td><td>15.5%</td><td>21%</td><td>9%</td></tr>
<tr><td>Level 2/3 (2 days)</td><td>9%</td><td>9%</td><td>6%</td></tr>
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<tr><td>Level 4 (3 days)</td><td>2%</td><td>4%</td><td>6%</td></tr>
<tr><td>Level 5 (4+ days)</td><td>1%</td><td>3%</td><td>3%</td></tr>
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<u>Level 1 – (5%)</u> – Member of Middle School Attendance Team contacts parent/guardian. Team member will also meet 1:1 with the student.

<u>Level 2 – (8%)</u> – Letter sent home including the attendance ladder and current attendance record.

<u>Level 3 – (10%)</u> – Attendance Action Plan completed with member of Attendance Team and student. Parent/guardian contacted, Action Plan mailed home. Home visit may occur at this step.

<u>Level 4 – (15%)</u> – Letter sent home requesting a parent meeting with the Assistant Principal to review attendance guidelines.

<u>Level 5 – (>20%)</u> – Possible submission of referral to county agencies (FACT, PINS, CPS) for assistance.

Reminder - Chronic Absenteeism is defined as missing 10% of school days for any reason, excused or unexcused. Chronic Absenteeism is a primary cause of low academic achievement and is a powerful predictor of future dropouts.
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<tr><td></td><td>Establish district-wide Multi-Tiered Systems of Support (MTSS) for academic & behavior</td><td>
<u>MTSS</u> – Our Tier 1, 2 and 3 teams continue to meet and review data and to initiate and implement targeted interventions for our students. These interventions support our students academically and/or socially. *Note – our Behavior Benchmark data will be used to create Check-In-Check-Out groups (CICO groups).

“Intelligence plus character – that is the goal of true education.” ~ Martin Luther King Jr.
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<tr><td></td><td>TIC (Trauma-Informed Care) Team</td><td>
<u>TIC (Trauma-Informed Care) Team</u> – The Elementary TIC team met on September 18th. I reviewed ACES and shared the following with staff at our September Faculty Meeting on September 20th.

1) Tips for building resiliency - https://psychcentral.com/lib/10-tips-to-build-resilience/
2) Learning brain vs. Trauma brain (video)
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<td>https://www.youtube.com/watch?v=KoqaUANGvpA

* Our next meeting is October 16th from 3:30-4:30 at the Elementary School.

Vision Statement: “Empowering our community for the future.”</td>
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<td>Cougar Pride/PBIS</td>
<td><u>Cougar Pride</u> – We have seen an increase in bus referrals. For Cougar Pride Kick-Off homeroom teachers reviewed bus expectations with our students. During the third week of school Kindergarten-6th graders took part in a bus lesson with their teachers, counselors and the bus drivers. Students actually got on a bus and were explicitly taught bus expectations. We have also shared bus expectations with parents in our school newsletter.

<u>Student Management</u>:
• Office Discipline Referrals – September data (25 referrals total)
<table>
<tr><td>ODR *per semester</td><td>Tier 1 (0-2)</td><td>Tier 2 (3-5)</td><td>Tier 3 (6+)</td></tr>
<tr><td>4th grade
*18 referrals</td><td>11 students – 1-2 referrals
88% - 0 referrals</td><td>1 *parent meeting</td><td>0</td></tr>
<tr><td>5th grade
*4 referrals</td><td>3 students *3 parents meetings
97% - 0 referrals</td><td>0</td><td>0</td></tr>
<tr><td>6th grade
*3 referrals</td><td>0
99% - 0 referrals</td><td>1 *parent meeting</td><td>0</td></tr>
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<td>Counseling Plan Team</td>
<td><u>Continued Work</u> – As a part of our District Strategic Action Plan, and SCEP we are focusing on helping students to develop a “Future Story.” The first step in this was to have each student fill out a “Growth Mindset Survey.” (Students will revisit these sheets in January, and then again in June to note any changes.)

“Growth Mindset Survey” – results from our students….
What can I do to become a more successful student:
• “I can be more organized with my papers.”
• ‘’I can pay attention more and interact with more people kindly.”
• “Pay attention in class, do my best work, and try my hardest.”</td>
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		What goals would I like to achieve? • "I would like to achieve getting Principal's Honor Roll." • "Some goals I would like to achieve are getting high test scores." • "To come to school every day."
Tenet 6: Family and Community Engagement		*Parent Communication Logs*- All staff continue to work on improving communication with parents/guardians using the preferred method of contact (*see below). *Parent Communication Logs will be collected by Assistant Principals on **November 9th, January 25th, April 5th**, and **June 25th**. *Preferred Method of Contact Form* - Our Middle School "Preferred Method of Contact form" was sent home on September 7th. This lets all staff know which method of contact works best for specific families (example – email works best for my family). *Other ways NR-W Middle School is working to communicate with families!* • NR-W Middle School Website - updated with news from our school. • Facebook Page – Follow us at "NRWMS" on Facebook for upcoming events, news, and more. • Remind101 – A communication tool used to send text messages right to a student, parent/family member, or staff member's phone. (Example – Thursday, October 4th is Picture Day!) • NR-W Middle School – Cougar Clips Newsletter! – Sent home monthly by Mr. Mathews
Safety and Security		*Safety Team* – Our building (Elementary) Safety Team met on 9.25.18 and reviewed details for our first Fire Drill on September 27th. The District Safety Team will meet again on Monday, October 22nd from 3:00-4:00 at the High School. *Fire Drills* - We had our 1st Fire Drill on September 2th at the K-6 building and it went very well.
Links to work with building Principal		*Weekly Meetings* – Assistant Principals continue to meet with Principals weekly to review student discipline data and trends. We have seen in increase in

		reported incidents on the bus therefore I will be addressing this in an action plan. Also, 24-25 referrals in September for 4th -6th grade were from boys. I will be working with Tier 1 teams to discuss strategies for working with boys. *Student Voice* – This month our 5th grade student council members were elected, and added to our Middle School Student Council! AND.at 6th grade Town Hall in September we recognized twenty-four 6th graders who earned a leadership pass.
Operations		*Sub folders and "While you were out procedures* – All Middle School Staff members created sub folders to leave in case of an emergency. They also put procedures in place in their classroom for students to follow in order to catch up after being out. *Substitute Teachers* – At this point we have one building sub designated for the Middle School. Assistant Principals continue to review applications, and call applicants to be substitutes.

Upcoming dates to note for grades 4-6:
October 1st-5th – Spirit Week K-12
October 3rd – CSE Meetings @ NRWE
October 4th- PreK-6 Fall Pictures
October 9th – BOE Meeting – 6:00pm @ the HS
October 19th – Halloween Dance @ NRWE – 5th grade from 5:00-6:15pm and grades 6-8 from 6:30-8:30
October 22nd-25th – Red Ribbon Week
October 25th – "Go Home Early Drill" – Each building will dismiss 10 minutes early
Community Halloween Party – 6:00pm @ the HS
October 26th – Professional Development Day
October 29th – 5th grade Town Hall – 7:30-8:00 am
October 30th - 6th grade Town Hall – 7:30-8:00 am