Kristin DeFeo - NR-W Middle School Assistant Principal – September, 2017 - BOE Report
District Strategic Plan and MS SCEP (School Comprehensive Education Plan – 2017-2018) – Link:

Middle School Enrollment:

5th grade	80
6th grade	114
7th grade	91
8th grade	83
Total	368

Strategic Plan Goal	Action Step	Progress
# 1. By June 2017, all students taking a state assessment will be proficient (3 or 4, 65 or higher) **Tenet 6** – Family and Community Engagement	Increase partnerships between school and families.	As part of our 2017-2018 SCEP (School Comprehensive Education Plan) Middle School staff members will be signing up to work on Tenet Committees (*see below). NR-W Middle School Staff members will begin work on their assigned tenet/focus area at our September Faculty Meeting, and will also have dedicated time each month to review and adjust action items to ensure that our school not only achieves, but also in some cases might exceed, each goal as outlined in our SCEP. **Tenet 2**: School Leader Practices and Decisions **Tenet 3**: Curriculum Development and Support **Tenet 4**: Teacher Practices and Decisions **Tenet 5**: Student Social and Emotional Developmental Health (Cougar Pride) **Tenet 6**: Family and Community Engagement SMART Goal: By September (2017) the school leader, in collaboration with the Cougar Pride (PBIS) Team and SLT (School Leadership Team), will articulate a plan by which all families receive at least four positive communications of specific, positive feedback about their child's progress in school, which will lead to an increased number of families responding to our end of year family survey via the School Climate Transformation Grant. (*This year we had 60 parents respond to our parent survey in June of 2017.) Action Plan Items: • <u>October 1st, 2017</u> – Collect parent contact data for analysis and

		additional planning. Teachers will receive training on the use of school tool to track and record family communication. • September 2017 – To facilitate ease of communication between staff and families throughout the school community, teachers, counselors, and administrators will compile a list of parents and their preferred method of contact. (*This was sent home with all students on September 5th and is due back on Friday, September 8th. It will be compiled and shared with appropriate staff on a shared database.) • Ongoing – One week before the end of the interim or quarter, teachers will contact families of students who are failing their class or classes. One week before each quarterly awards assemblies, teachers will contact parents of students receiving awards to invite them to the assembly. • Ongoing – To create opportunities for two-way communication and to improve the response rate for our end-of-year survey, teachers and teacher teams will develop and carry out a plan by which all families receive four positive communications as they relate to school wide expectations of being respectful, responsible, safe, and kind, as well as doing quality work, participating in their learning and collaborating with others (HOW – Habits of Work). *Attendance Team* – During our opening grade level meetings with students we reviewed the attendance ladder which was sent home to all NR-W MS families in August and emphasized that "every minute counts" in regards to attendance. We reviewed the steps in the attendance ladder with all students. • Level 1 – (5%) – Member of Middle School Attendance Team contacts parent/guardian. Team member will also touch base 1:1 with the student. • Level 2 – (8%) – Letter sent home including the attendance ladder and current attendance record. • Level 3 – (10%) – 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.

		• Level 4 – (15%) – Letter sent home requesting a parent meeting with the Assistant Principal to review attendance guidelines. • Level 5 – (>20%) – Possible submission of referral to county agencies (FACT, PINS, CPS) for assistance. *Other ways NRW Middle School is working to communicate with families!* • NRW Middle School Website is updated weekly 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 – NRW Middle School families don't forget to return your "Preferred Method of Contact" form on Friday, September 8th!) • NRW Middle School – Cougar Clips Newsletter! – The next edition will be sent home on September 27th. • Open House - September 21st from 5:30-7:00. *Stop by and visit classrooms, meet our students and staff, AND enjoy a free ice cream sundae!
	Establish district-wide Multi-Tiered Systems of Support (MTSS) for academic & behavior	*MTSS* – The mission of NRW CSD is to "prepare each student for a successful future." With that we are focusing on developing both a "growth mindset" as well as each student's "future story." In our August mailing each student received a "Growth Mindset Survey" to fill out with their families identifying their strengths, interests, and setting goals for the year. Students shared these in homeroom as part of our Cougar Pride "Kick-Off." We will be revisiting, and updating these sheets with students throughout the year. (Example – We will use information in regards to their interests to help plan out our 2017-2018 Career Day at NR-W Middle School!) Our MTSS teams have also been reviewing data (attendance, office discipline referral, reading and math scores, etc.) to appropriately place students in intervention groups to further develop their skills, or to offer enrichment. Example of intervention groups include, counseling groups, reading, writing, or math groups, CICO groups (check-in-check-out), and more.

		TIC (Trauma-Informed Care) Team – The NRW Middle School introduced our TIC team members as well as our vision statement at our opening faculty meeting. **Vision Statement:** "Empowering our community for the future." We also shared a video which was viewed at one of our district TIC Team trainings. (https://www.youtube.com/watch?v=lOeQUwdAjE0) Finally we ended our staff meeting sharing the ACES (Adverse Childhood Experiences Study) test and talked about the impact that trauma has developmentally and emotionally on our students.
Tenet 5 – Student Social and Emotional Developmental Health:		*Cougar Pride Kick-Off* – On September 5th and 6th the Cougar Pride Team met with students to review our: • Core traits (Respectful, Responsible, Safe, Kind) • Expectations (taught specific lesson in regards to hallway, bus, cafeteria, classroom, and auditorium expectations) • Student handbook/agenda • Code-of-conduct, steps for progressive discipline, DASA (Dignity for all Students Act)/cyberbullying, and safety expectations (*our SRO Deputy Brian Pitt assisted me with this presentation)
#2: By June 2017, each student who has achieved mastery will maintain mastery, and the percentage of new students achieving mastery will increase.	Provide access to enrichment opportunities for all students.	We are working to develop enrichment classes/groups both during the school day, as well as after school. We will continue to expand our Robotics Team not only at the Middle School, but also throughout the district and linking to our region. More to come!

Safety and Security – Our SRO, Deputy Brian Pitt introduced himself on Opening Day to our NRW Staff and reviewed our safety procedures with all staff. That same afternoon each Assistant Principal outlined specific building related items in the "Go Folders" (red emergency folders located in all rooms in our district for staff to refer to in an emergency. Procedures for Shelter-in-Place, Hold-in-Place, Evacuations, Lockout, and Lockdown are located in these folders) with staff. During our "Cougar Pride Kick-Off" Deputy Pitt and I also reviewed safety and security procedures/expectations with our students.