



Where the future is present.

## Strategic Improvement Plan

*A continuous improvement strategic plan, that communicates the approach we use to ensure every student thrives and every school is high performing.*

<b>School:</b> Capital Community College Magnet Academy	<b>School Year: 2016-17</b>
<b>Mission:</b> Inspire and prepare ALL students to create their own success in and beyond school	
<b>District SOP Key Strategy 1:</b> Putting Students at the Center of their Learning	
<b>District SOP Benchmark for Success (Enter Equity Indicators here):</b>  <b>By the end of the 2016-2017 All Students will demonstrated CCR</b> <ul style="list-style-type: none"> <li>• 100% Access to College and Career Readiness Opportunities</li> <li>• 100% of Students have a Success Plan with a Connection to a Caring Adult</li> <li>• 90% Graduation Rate</li> <li>• Good Attendance Habits</li> </ul>	
<b>School Benchmark for Success (IAGD) focus areas:</b> [ ] Literacy [ ] Numeracy [ X]College and Career Readiness [ ] Climate and Culture	
<p><b>By the end of the 2016- 2017 academic year, students will demonstrate College and Career Readiness.</b></p> <p><b>Overall Goal: SMART Goal/IAGD</b></p> <ol style="list-style-type: none"> <li>1. 100% of Students will have an individualized Student Success Plan that address academic, social/emotional and college and career assessment, planning and reflection</li> <li>2. 100% College Acceptance to either 2 or 4 Year colleges for all 2018 CCCMA graduates             <ol style="list-style-type: none"> <li>a. 100%- 2 Year College</li> <li>b. 80%- 4 Year College</li> </ol> </li> <li>3. 90% of seniors will graduate having earned college course credit from Capital Community College by June 2018- 27/30 students</li> <li>4. 100% Graduation Rate by August 2017- 30/30 students</li> <li>5. 100% of graduating students completing Capstone Requirement</li> <li>6. 92% Average Daily Attendance as reported by PowerSchool data by June 2018</li> <li>7. &lt;10% of students will be considered Chronically Absent (more than 18 missed days)- 5/60 students</li> </ol>	



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Target goal: (What we want to accomplish this year?)

1. 100% of Students will have an individualized Student Success Plan that address academic, social/emotional and college and career assessment, planning and reflect
2. 100% College Acceptance to either 2 or 4 Year colleges for all 2017 CCCMA graduates
3. 80% of seniors will graduate having earned college course credit from Capital Community College by June 2017- 24/30 students
4. 90% Graduation Rate by June 2017- 27/30 students
5. 90% Average Daily Attendance as reported by PowerSchool data by June 2017
6. <17% of students will be considered Chronically Absent (more than 18 missed days)- 10/60 students

**Approaches/Strategies: (What we will do to realize our goal?)**

- Welcome Night for all CCCMA Families in August 2016
- Family Meetings with all incoming CCCMA families with Dean (Summer 2016)
- 1:1 Advisor check-ins with students every week
- Bi-monthly Student Equity Team meetings to ensure that all students are receiving the necessary academic, social and emotional supports
- Full Implementation of revised CCCMA Attendance Policy
- College Planning Resources in School Newsletter and Website
- Academic Success Center Tutoring (College Academic Supports)

**Measures: (What we will use to monitor our progress toward reaching our goal?)**

Performance/Impact: PowerSchool Attendance Data, Graduation Rates, Biweekly student surveys on college coursework

Fidelity of implementation: Informal advisory walkthroughs, Naviance report reviews, SET Meeting Minutes

During the first and second PDSA cycle we will revisit/monitor our plan every month in scheduled SIP Data Team Meetings

**We will revisit/monitor our plan every quarter (November, January, and April) – All PDSA Cycles should be completed by June 15, 2017)**



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**P PLAN: Identify the gap and the approach**

**Performance Data:** Formative and/or Summative that is aligned to goal.

<b>Capital Community College Magnet Academy – College and Career Readiness</b>			
<u>Metric</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>Change</u>
Student Success Plans	0%	100%	100%
Graduation Rate	92% (12/13 Students)	96% (29/30 Students)	4%
Average Daily Attendance	90%	91%	1%
College GPA	1.8/4.0	3.2/4.0	1.4/4.0
Chronic Absenteeism Rate	29% (14/48 Students)	28% (14/53 Students)	-1%



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Capital Community College Magnet Academy is entering its third year of operation. As a small school, we pride ourselves on our ability to place our students at the center of their own learning and provide an authentic college experience. We have made great improvements to our overall program and results and want to continue to provide 100% access to college and career opportunities to all students.

In our first year we had an 92% graduation rate and an average college course GPA of 1.8/4.0. This past year we had 100% graduation rate and an average college course GPA of 3.2/4.0. We are extremely proud of our school community for this work and know that it is because of our unwavering committed to provide each student whatever it is that they need to be successful. The next step of this work is to focus on student attendance while still maintaining our results in college course completion and graduation.

During the 2015-2016 school year we had chronic absentee rate of 28% (14/53 students). We know that this means that too many of our students were not receiving the full supports required to be success at CCCMA and beyond. We have worked to firm up our attendance system and make sure that there is no longer a disconnect between high school and college course attendance.

**Data Analysis.** Answer the following questions using any data and/or information you have about performance in this focus area.

1. In order to meet your Overall Goal, what is the most important area that needs improving and why?

The most important area that needs improving is the rate of chronic absenteeism at CCCMA. When students are not in school, we cannot provide the support that they need to be successful. We also know that when students take college courses there are sometime strict attendance guidelines that if not followed, could negatively impact a student's grade.

2. What approaches/strategies are contributing to your success in this area and what data suggests this.

The increases we have seen in our overall college course GPA and graduation rate are largely seen due to the creation/implementation of our daily advisory program. Advisory has created the space for teachers to get to know a smaller group of students as individuals and make sure that they know who they are academically, socially and emotionally. Advisory has helped improve our overall peer climate rating by 15% this past year and improve the overall success in college course completion/GPA.

The next step in the process is to make sure when students are struggling or not engaged that we have the corrective strategy, support, communication and follow up to make sure that the student gets back on track.



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### 3. What are opportunities for improvement, gap or barriers are in this area?

The opportunity for improvements are to decrease the frequency of chronic absenteeism at CCCMA through the following methods:

- PowerSchool Parent Portal access
- Implementation of a new CCCMA attendance plan/system
- Weekly 1:1 student/advisor check ins

Gaps/Barriers

- Students come from schools with varying policies around attendance and have engrained patterns from previous school
- Student buy-in around the importance of attendance

### 4. What seems to be the root cause of the problem and what data suggests this?

There is a lack of communication of attendance to families at CCCMA. As a school, we had not previously have a system to track and communicate period by period absences. The system that we have put into place provides a clear set of guidelines, timelines and communication methods around attendance.

Families are only 77% favorable when asked about communication from their child's teacher. This lack of communication and eventual follow through when attendance concerns has created a climate where 28% of students are considered chronically absent.

### Reflection:

### 5. What approaches/strategies could you deploy to address the root cause and support meeting your overall goal?

The following approached/strategies will be implemented:

- Professional Development on Effective Advisory Check Ins
- Engage in school and individual PDSA cycles
- Review current systems and practices in classroom/advisory in regard to student engagement
- Make revisions in the staff/parent handbook that do not reflect implementation of the new attendance/climate systems



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6. What research did you review to support the use of these strategies/approaches?

- Mindset (Dweck)
- XLR8 (Kotter)
- Teaching with Poverty in Mind (Jensen)

7. What performance measures will you use to monitor impact of your approach/strategy?

- School Climate Survey Results
- Bi-Weekly Student College Surveys
- PowerSchool Parent Portal access numbers
- Parent Quarterly Surveys Results
- PowerSchool attendance reports
- Naviance Success Plan Reports

8. What measure will you use to monitor fidelity of deployment of your strategy/approach?

- Review of Teacher contact logs
- PowerSchool Parent Portal sign up statistics
- Admin walkthroughs of advisory program
- Naviance SSP reports
- Weekly Attendance System Fidelity checks

9. What professional development, if any, will be offered in cycle 1 to support the staff in implementing the approach?

- Full Day PD 8/24- (SIP review- data, mission and vision, handbook policies)
- Early Dismissal PD (9/7 Running an Effective Advisory Check in)
- Student Equity Team Meetings every 3<sup>rd</sup> Tuesday Staff Meeting



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### **Messaging:**

**10.** How will you convey intent of this focus area of SIP to stakeholders?

- Professional Development in August (8/24, 8/27)
- Family Welcome Night (8/25)
- 1:1 meetings with staff (Coaching meetings week of 9/5)
- Post SIP on school's updated website by (10/1)
- Share with students during first whole school meeting- SIP at a glance (9/2)

**11.** How will you communicate progress towards goals or course corrections to stakeholders?

- Monthly reviews at SIP Data Team Meeting (3<sup>rd</sup> Tuesday of every month)
- Principal message in monthly newsletter (3<sup>rd</sup> Friday of every month)
- School Messenger updates (8/23, 10/28, 11/25, 12/16, 1/27, 2/24, 3/24, 4/21, 5/25)
- School Governance Council Data Reviews (October, December, February, April, May)
- Publish survey data in print and school's website (10/1)

**D**

**DO: Develop and Implement Deployment Plan**



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*Include the results from Reflection and Messaging section into deployment plan. Approach/Strategies, Impact performance measure, Fidelity measure, Professional development and Messaging.*

Step #	List the specific steps your team will complete during this cycle.	Person(s) responsible for completion of the step.	Measure/Indicator (Used to monitor performance, process improvement or completion)	Start Date	Nov. 2016	Feb. 2017	April 2017	June 2017
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1	Staff PD August- SIP review and data reflection, share PD timeline, and create 1:1 advisory check-in system	Arsenault (Dean)	Staff Reflections/Admin Walkthroughs of Advisory/Contact Logs	7/1/16				
2	Create monthly newsletter template and schedule for staff to create new content each month	Stewart (Executive Assistant)	Copy of each month's completed newsletter	7/1/16				
3	Revise Student Equity Team Meeting structure with attendance/graduation/college course completion as main drivers of success	Teachers/Admin	SET Meeting Minutes	7/1/16				

4	Revise school website to include a College Resource Section and update school information	Teachers/Admin	Website Access Totals/Quarterly Survey Question	7/1/16				
5	Develop plan to sign up parents for PowerSchool Parent Portal with tutorial	Teachers/Admin	Parent Portal Login Stats Report	7/1/16				



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6	Create Quarterly family survey questions and email out to families on 10/1	Arsenault	Quarterly Survey Results	7/1/16				
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7	Implement the HPS/CCCMA Attendance Policy with Fidelity	Teachers/Admin/Exec	Walkthrough Data Informal and Formal Observations	8/24/16				
8	Implement Advisory Systems and Procedures with Fidelity	Teachers/Admin	Walkthrough Data Informal and Formal Observations	8/24/1/16				
9	Share SIP and quarterly reflections with stakeholders- website, advisory classes  SUDY and ACT to each quarterly review at SIP Data Team meetings to progress monitor and update the plan  Realign the data team cycle to align with the Data Wise Process	Teachers/Admin	Progress Monitoring Data (Above)	10/1/16				