

School Improvement Team Voting

LEA or Charter Name/Number: Cumberland County Schools - 260

School Name: Margaret Willis Elementary

School Number: 386

Plan Year(s): 2023-2024

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

For: 52

#Against: 0

Percentage For: 100%

Date Approved by Vote: 9/12/2023

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. Unless the local board of education has adopted an election policy, parents shall be elected by parents of children enrolled in the school in an election conducted by the parent and teacher organization of the school or, if none exists, by the largest organization of parents formed for this purpose. 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 | Amanda Hefner-standing member | 2023 |
| Assistant Principal | Dr. Laura Fields-standing member | 2018 |
| Inst. Support Representative | Domini Pierce-standing member | 2018 |
| Inst. Support Representative | Dr. LaAdah Demus-standing member | 2023 |
| Teacher Assistant Representative | Lisette Santos-Rodriquez | 2023 |
| Parent Representative | Latrell Gilchrist | 2023 |
| Kindergarten Representative | Jamekia Smith | 2023 |
| First Grade Representative | Darcel McArn | 2023 |
| Second Grade Representative | William Harris | 2022 |
| Third Grade Representative | Tyera Avery | 2022 |
| Fourth Grade Representative | Mireille Archer | 2022 |
| Fifth Grade Representative | Sophia Bryan-Mundle | 2022 |
| Student Services Representative | Felicia Montgomery | 2023 |
| Exceptional Children's Representative | KeAndre Mitchell | 2023 |
| Front Office/Clerical (Bookkeeper) | Pat Gill | 2023 |
| Process Manager | Dr. Laura Fields | 2022 |
| SIT Chair | KeAndre Mitchell | 2023 |

*Add to list as needed. Each group may have more than one representative.

Title II Plan

School: Margaret Willis Elementary

Year: 2023-2024

Description of the Plan

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

Budget Amount

| | |
|--------------------------|-----------------------------|
| Total Allocation: | AMOUNT \$2,175.00 |
|--------------------------|-----------------------------|

Budget Breakdown

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

Staff Development 1

All K-5 teachers will participate in a ½ day professional development around data. The professional development will take place during the school day and will be facilitated by the Leadership Team.

DESCRIPTION

AMOUNT

| | | |
|---------------------------------------|------------------------------|------------|
| Personnel: | 10 substitutes (10 X 145.00) | \$1,450.00 |
| Training Materials: | | |
| Registration/Fees: | | |
| Travel: | | |
| Mileage/Airfare: | | |
| Lodging/Meals: | | |
| Consulting Services: | | |
| Follow-up Activities: | | |
| Total for staff development 1: | | \$1,450.00 |

Budget Breakdown

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

Staff Development 2

All 3-5 teachers will participate in an additional ½ day professional development around data. The professional development will take place during the school day and will be facilitated by the Leadership Team.

DESCRIPTION

AMOUNT

| | | |
|----------------------------|----------------------------|----------|
| Personnel: | 5 substitutes (5 x 145.00) | \$725.00 |
| Training Materials: | | |

Registration/Fees:

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|--|--|
| | |
|--|--|

Travel:

Mileage/Airfare:

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|--|--|
| | |
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Lodging/Meals:

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Consulting Services:

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Follow-up Activities:

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Total for staff development 2:

\$725.00

Grand Total

\$2,175.00

District Wide Components

| | | |
|---|--|--------------|
| Duty Free Lunch | Please indicate if your School Improvement Team voted for your teachers to have 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: 4 hours 20 minutes (260 minutes total) | |
| PBIS School | Please indicate if your school is currently a PBIS school by indicating yes (Y) or no (N) in the box to the right: | 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: | Green Ribbon |
| Parental/Family Engagement | Please describe your parent/family engagement plan briefly (i.e. dates or frequency of parent events, P/T conferences, PTA meetings, etc.): We have monthly parent engagement events to provide parent engagement activities. We engage with parents via Parent Link calls, school Dojo, Facebook, Twitter, Instagram and the school's website. We also hold parent information sessions with questions and answers and post the presentations on the school's website. Each month, we create and share a newsletter called ROARing Insights. This newsletter will be shared electronically to parents through all forms of social media. The parent facilitator for Margaret Willis has scheduled family events outside of the school each month for this school year. | |
| Safe and Orderly Schools | 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. | |
| Review of the SIP plan and notification of changes | As 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 changed. | |