

## Comprehensive Progress Report

**Mission:** The mission of Hertford County High School is to provide every student a rigorous and relevant learning experience that will create a positive rapport and relationships that are paramount for productive living in the 21st Century.

**Vision:** Hertford County High School will provide all students the opportunity to gain essential knowledge and inquiry-based problem solving skills in order to become productive citizens in the 21st century.

**Goals:**

Hertford County High School will raise the NC Performance Grade to a C from a D by June 2023.

Hertford County High School will increase proficiency in Biology, English 2, NC Math 1, and NC Math 3 by 6% by June 2023.



! = Past Due Objectives

KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		High expectations for all staff and students			
KEY	A1.07	ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.(5088)	Implementation Status	Assigned To	Target Date
<b>Initial Assessment:</b>		The majority of teachers employ effective classroom management and reinforce classroom rules and procedures. 10/06/17 Although the majority of teachers employ effective classroom management, as evident from the current culture and climate. Hertford County High School has set forth policies for behavior, attire (uniform policy), device usage, and overall conduct as set forth in the student handbook. Consequences are clear to students, staff, and parents but we lack a clear reward system for students who uphold policy, and contribute to a culture of "goal oriented learning." Each classroom has a PBIS matrix for expectations, but the core of positive-behavior-intervention-support is to also create positive rewards. The PBIS committee will implement quarterly rewards and support teachers in their desire to provide in-class incentives.	Limited Development 09/26/2017		
<b>How it will look when fully met:</b>		When the goal is fully implemented all teachers will have classroom procedures, PBIS matrix (with both consequences and rewards) posted in their classrooms. Furthermore, effective classroom management will be evident in all by including bell-to-bell instruction, high student engagement, and differentiation for all learners. By engrossing learners with the content and providing and individualized education both teachers, students, and administrators will see a drastic decline in disruptive behavior and a central focus on instruction.		Ronica Watford	05/30/2024
<b>Actions</b>			<b>11 of 12 (92%)</b>		
	9/26/17	Schedule regular PBIS celebrations at the end of the nine weeks to promote and reinforce positive student behavior.	Complete 01/30/2018	Natasha Norman	10/26/2017
		<i>Notes:</i> Completed with C. Moore			
	11/8/17	The PBIS committee will develop a set of grade-level appropriate rewards.	Complete 01/30/2018	Camille Moore	12/08/2017
		<i>Notes:</i> The reward guide will be presented in November, 2017 and uploaded as evidence.			
	9/26/17	All teachers will post classroom, rules, procedures, and district policies and explain the implications of their corresponding consequences. Teachers will have a time to review classroom rules and procedures daily, and articulate that in their lesson plans.	Complete 12/27/2017	Elenia Riddick	01/31/2018

	<i>Notes:</i> Ms. Riddick will ensure that all teachers have the information posted by September 29, 2017, she will provide photos of the posted rules as evidence.			
5/9/18	PBIS Celebration Students who had not been given a referral were given a PBIS celebration	Complete 03/02/2018	Natasha Norman	03/02/2018
	<i>Notes:</i>			
12/7/18	Discipline issues have not decreased at this time, the administration continues to have several referrals throughout the school day. As a result disciplinarian committees will be instituted to address simple infractions.	Complete 05/17/2019	Ernest Cooley	05/31/2019
	<i>Notes:</i> Updated 5/17/19--Discipline issues have decreased although discipline committees were never formed.			
2/8/19	Classroom Management is monitored by administrators through observations and walk throughs. Staff are expected to have expectations, rules, and procedures posted in classes. Board essentials should be posted in all classrooms. Staff are expected to stand in the hallways during class changes.	Complete 05/17/2019	Camille Moore	05/31/2019
	<i>Notes:</i> Updated 5/17/19--Expectations of staff are reiterated daily during the morning announcements when the Seven Keys to Being Successful in All Situations are read. These expectations are also for students. The expectations of staff are reiterated at staff meetings. All administrators monitor classroom management through observations and walk throughs. Staff are sent emails with the walkthrough data and conferences are held to discuss observations. The observations are recorded in NCEES. All administrators conduct observations and walk throughs throughout the year.			
9/5/19	Administrators will conduct walk throughs and observations throughout each semester. Walk throughs will be used to check for board essentials, lesson plans, students on task. Observations will be conducted by administrators and conferences will be held between administrators and teachers.	Complete 04/26/2020	Ernest Cooley	05/01/2020
	<i>Notes:</i> Update: School buildings were closed from March 13 until the end of the year because of the Covid 19 pandemic. Until the closure of the building, walk throughs and observations were conducted by the administrators. After the building closure, administrators monitored remote teaching by attending Zoom meetings, examining communication logs, and examining plans.			
5/20/20	Senior celebrations	Complete 05/20/2020	Sarah Davis	05/31/2020

*Notes:* After the COVID-19 pandemic changed the end of the year, senior celebrations were changed. A drive through activity was held for seniors to pick up cap and gowns and to receive treats to celebrate this milestone. A graduation ceremony is being held at a later date. Seniors will be able to march across the stage and receive their diplomas. Plans are still being made for this ceremony as guidelines are released by the governor for safety.

9/5/19 Have PBIS celebrations throughout each semester. Celebrations will be held for uniform compliance, lack of tardies, lack or referrals.

Complete 03/27/2020

Natasha Norman

06/01/2020

*Notes:* update (3-27): PBIS celebrations have been planned for various activities but after the pandemic and school closures, most were cancelled.

7/13/20 Administrators will conduct walk throughs and observations throughout each semester. Walk throughs will be used to check for board essentials, lesson plans, students on task. Observations will be conducted by administrators and conferences will be held between administrators and teachers.

Complete 04/29/2021

Jayson Leach

05/31/2021

*Notes:* Throughout the 2020-2021 school year, administrators have conducted virtual walkthroughs and observations.

8/11/21 Throughout the 2021-2022 school year, administrators will conduct observations (both announced and unannounced) and informal walkthroughs.

Complete 03/29/2022

Jayson Leach

05/15/2022

*Notes:*

10/14/22 Recognize students who are behaving in an appropriate manner. (PBIS celebrations, shout outs on the intercom, rewards/prizes)

Ronica Watford

04/15/2023

*Notes:*

**A1.09 The school expects students to participate in activities to develop skills outside of the classroom (e.g., service learning, clubs, athletics, enrichment opportunities, internships).(5090)**

**Implementation Status**

**Assigned To**

**Target Date**

**Initial Assessment:**

In order to institute a wide scale intervention schedule, PAC (Participate, Achieve, Create) was instituted to create two intervention sessions during the day to build in-school remediation, support for Odysseyware (credit recovery courses), service learning activities, and clubs. The schedules allow us to meet student needs and overcome barriers that prevent participation such as transportation and funding.

Bears PAC Clubs/Service learning groups

Odysseyware Support

Well-Bears Emotional and Behavior Support

SGA/Community Bears

Band

Chorus

Dramatic Production

Yearbook

ACT

Senior Project

Robotics or Numbers

Prom

Senior

Freshmen Academy

In addition we currently offer the following sports:

Volleyball, Football, Soccer, Tennis, Basketball, Wrestling, Cross-country, Track and Field, Softball, Baseball, and Golf.

Limited Development  
05/09/2018

	Priority Score: 2	Opportunity Score: 2	Index Score: 4		
<b>How it will look when fully met:</b>	At full implementation, a club schedule will exist which allows students to participate in extra curricular clubs and organizations throughout the school day.		<b>Objective Met 10/14/22</b>	<b>Sarah Davis</b>	<b>10/31/2022</b>
<b>Actions</b>					
5/9/18	Create and administer a student survey to discover their preference for extracurricular activities.		Complete 12/07/2017	Tomarra Hall	12/10/2017
	Notes: Survey: <a href="https://docs.google.com/forms/d/1ZCsFVRAY2-qHhLXUyx22CygpeFNbD2G6tzvcxNxuVOI/edit">https://docs.google.com/forms/d/1ZCsFVRAY2-qHhLXUyx22CygpeFNbD2G6tzvcxNxuVOI/edit</a>				
12/7/18	Reinstitute a smart schedule that will accommodate in-school extra-curricular activities and remediation/intervention during the school day.		Complete 04/12/2019	Ernest Cooley	04/15/2019
	Notes: update: 4/12/19 The new PAC schedule will be implemented and used for the remainder of the school year. We will have PAC on Tuesdays and Thursdays between 1st and 2nd blocks. Students will attend EOC courses and NCFE courses for additional intervention. If students do not need intervention, they will be participating in clubs.				
9/5/19	Re-institute PAC schedule for clubs and intervention/enrichment.		Complete 10/28/2019	Sarah Davis	11/01/2019
	Notes:				
8/28/20	Clubs and some extra curriculuar activities will continue to meet virtually using Zoom/Google Meet and applications.		Complete 12/04/2020	Travis Gatling	12/31/2020
	Notes: On Dec 3, Mr. Gatling and a team of staff members held a virtual pep rally for students that was a great success. Band and some sports have begun meeting in person but prior to that students were participating virtually.				

2/6/21	Celebration of Black History Month--Throughout the month of February, different activities were planned to celebrate. All faculty and staff were asked to decorate their doors to celebrate. A prize will be awarded. All departments were also asked to collaborate and decorate a bulletin board throughout campus. Prizes will be awarded. The third week of the month has been designated Black Excellence Week. Daily wardrobe ideas are suggested and Wednesday will be a virtual celebration for students, staff, and alumni. Students, alumni, and parents are asked to submit videos/pictures of dress, songs, recitation, etc to be shared.	Complete 02/17/2021	Deborah Brown	02/19/2021
<i>Notes:</i>				
1/10/22	Implement a club schedule to encourage students to participate in extracurricular activities.	Complete 02/22/2022	Travis Gatling	02/28/2022
<i>Notes:</i> Update: Schedule is ready but sponsors are still needed for some clubs. Date of implementation still to be determined.				
2/22/22	Celebrate Black History Month. Celebration includes Black History Trivia, Spirit Week and a Talent Showcase.	Complete 02/22/2022	Deborah Brown	02/28/2022
<i>Notes:</i>				
8/16/22	Develop a club schedule and implement the schedule. Students will have the opportunity for clubs and enrichment/remediation during the course of the school day.	Complete 10/02/2022	Travis Gatling	10/03/2022
<i>Notes:</i> Schedule is prepared and all students have been placed in the clubs they chose. If they did not choose a club, they were placed in a "holding session." Teachers were assigned clubs they requested and if they did not sign up for a club, they were assigned a "holding session." Proposal has been submitted to administration and we hope to begin implementing the schedule soon.				
<b>Implementation:</b>		10/14/2022		
<b>Evidence</b>	10/14/2022 Student sign up for clubs was accomplished through a google form and the SIT chair has the records.			
<b>Experience</b>	10/14/2022 Multiple club schedules have been discussed to encourage student participation in extra curricular activities.			
<b>Sustainability</b>	10/14/2022 Staff will need to submit club rosters and meeting times to administration and the rest of the staff.			

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Curriculum and instructional alignment			
KEY	A2.04	Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		<p>Teacher met to revise Curriculum Maps to meet new standards during the summer of 2016. Teachers and district instructional staff will work during June and July to create a documents for implementation in the 2016-2017 school year and develop a process for monitoring use and effectiveness to instruction. (September 25, 2017 TH) Most of the maps were completed with detailed instructions for each curricular unit with the exception of some units which did not entail units that reflected rigor and required standards.</p> <p>Update: Nov 7, 2018</p> <p>Curriculum maps were updated and are available on the HCPS website. <a href="https://www.hertford.k12.nc.us/Page/2549">https://www.hertford.k12.nc.us/Page/2549</a></p>	Limited Development 05/26/2016		
		Priority Score: 2                      Opportunity Score: 2	Index Score: 4		
<i>How it will look when fully met:</i>		Each department will have access to their curriculum maps in an online format. Implementation for pacing will be reviewed during PLC meetings. (September 25, 2017) Each department will continue to develop their units of instruction to include detailed resources, projects, rubrics, rigor, and accommodations to reflect the universal design for learning.	<b>Objective Met 01/16/19</b>	<b>Sarah Davis</b>	<b>05/30/2024</b>
<b>Actions</b>					
	1/19/17	Core team members will meet in February 2017 to review and revise curriculum maps the second semester of 2016-2017.	Complete 03/30/2017	Battina Armstrong	02/15/2017
<p><i>Notes:</i> Changes in daily schedule may require an extension of the target date. Individual departments are working toward the goal. This meeting has been postponed. Meeting was held and all curriculum maps have been revised and completed</p>					



9/25/17	Departments will meet monthly to review, assess, and modify curricular units to reflect the strategic instructional classroom instruction.	Complete 03/27/2018	Tomarra Hall	04/27/2018
<p><i>Notes:</i> <a href="https://sites.google.com/a/hertford.k12.nc.us/curriculum-mapping-and-resources/high-9-12">https://sites.google.com/a/hertford.k12.nc.us/curriculum-mapping-and-resources/high-9-12</a>  PLC Folders  <a href="https://drive.google.com/drive/u/0/folders/0Bw3xUlahw4wpZ3o3ZEgyemNFRzQ">https://drive.google.com/drive/u/0/folders/0Bw3xUlahw4wpZ3o3ZEgyemNFRzQ</a></p>				
5/9/18	Prepare and create documents for Curriculum Review Week, including instructional guides for revised 9-12 ELA standards. Curriculum Review Week has been scheduled for June 25-28, 2018	Complete 05/25/2018	Tomarra Hall	05/15/2018
<p><i>Notes:</i> Per Ms. Sandra Jones, Interim Assistant Superintendent</p> <p>CRW TEAM,</p> <p>Please review the PCS CRW document and make decisions as ES, MS, HS Teams as to what is to be included in the HCPS CRW document. Those of us who attended the training on the new standards received a lot of materials that appear to be revisions and/or updates to info in the PCS CRW document. Others of you have items you would like to be included. This is a friendly reminder to send me Team recommendations for inclusion in the HCPS document by next Wednesday, May 16. I feel, and hope you do also, that we do need to produce a HCPS CRW document similar to the PCS CRW document.</p> <p><a href="https://drive.google.com/drive/u/0/folders/1T5vev8PBSY-2-tlBsZT8Tcl7Lnr1-ckq">https://drive.google.com/drive/u/0/folders/1T5vev8PBSY-2-tlBsZT8Tcl7Lnr1-ckq</a></p>				
9/16/19	Curriculum Review Weeks were held throughout summer 2019 to revise and update curriculum maps and to create unit plans.	Complete 09/16/2019	Sarah Davis	08/31/2019
<p><i>Notes:</i> update--completed</p>				
<b>Implementation:</b>		01/16/2019		
<b>Evidence</b>	4/5/2017 Curriculum maps <a href="https://www.hertford.k12.nc.us/Page/2549">https://www.hertford.k12.nc.us/Page/2549</a>  PLC agendas			
<b>Experience</b>	4/5/2017 Teachers met during PLCs and reviewed maps as well as determined progress achieved. They determined if changes were needed and revised where needed.			

<i>Sustainability</i>	4/5/2017 PLCs will continue to assess progress and revise as needed.			
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<b>Core Function:</b>	<b>Dimension A - Instructional Excellence and Alignment</b>			
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<b>Effective Practice:</b>	<b>Student support services</b>			
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KEY	A4.01	The school implements a tiered instructional system that allows teachers to deliver evidence-based instruction aligned with the individual needs of students across all tiers.(5117)	Implementation Status	Assigned To	Target Date
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<i>Initial Assessment:</i>		<p>We currently have a PBIS committee with outlined strategies for each department or subject area. We also have a Student Support Team which helps develop and communicate strategies for increasing success for student who have been identified by teachers and staff. Transitional Plans are being developed for use in the fall of 2016; these plans will provide support for struggling students. We have revised the daily schedule to incorporate a POWER block to allow students to receive additional opportunities for tutoring and enrichment activities during the school day.</p> <p>Update: 11/2017</p> <p>During the 2016-2017 school year, a power block schedule was implemented to provide a designated time for in-school remediation, professional learning communities during the school day , and the opportunity for enrichment outside of athletics. The flex scheduled provided benefits but the execution left lingering concerns of its overall effectiveness for certain classes, monitored participation, and safety. As a result, Power in its original form has been suspended and subsequently replaced with the Bear P.A.C. (Participate, Achieve, and Create). The Bear P.A.C. will provide two remediation block, enable us to end the school day at 3:00pm, provide enrichment in the form of tailored groups that address students emotional needs for a positive articulation outlet, small group remediation with no more that 15 students and the purpose of monitoring student RTI (response-to-instruction) bi-quarterly.</p>	Limited Development 05/26/2016		
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	Priority Score: 3	Opportunity Score: 2	Index Score: 6		
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**How it will look when fully met:**

The daily schedule will be revised to create two forty-minute intervention/enrichment blocks during the normal school day. By creating two PACs students are able to participate in both academic intervention and enrichment. In the event that students require intervention in more than one academic area students will have the opportunity for small-group intervention support (Tier 2). In addition, for the create portion of the Bear P.A.C. students and teachers can offer enrichment and services:

Odysseyware Support

Well-Bears Emotional and Behavior Support

Girl Power

SGA/Community Bears (A1.09)

Band/Chorus

Dramatic Production

Yearbook

ACT

Senior Project

Robotics or Numbers

Prom

Senior (College Application Support)

Freshmen Academy

Full Implementation of this indicator, based on the current Bear PAC would also fulfill the following indicators.

A1.09 The schools expects students to participate in activities to develop skills outside of the classroom./Community Bears and Senior Project

A4.10 The school provides all high school students with academic supports (eg, tutoring, co-curricular activities, tiered interventions) to keep them on track for graduation./PAC A and PAC B

**Objective Met  
10/14/22**

**Sarah Davis**

**05/31/2025**

A4.17 The school provides all students with opportunities to learn through nontraditional educational settings (virtual courses, dual enrollment, service learning, work-based internships)./ Community College courses, Community Bears/OCS transition to employment programs/NC Virtual Public Schools

A4.12 The school provides all high school students with opportunities for content and credit recovery that are integrated into the regular school day to keep them on track for graduation.

**Actions**

11/8/17	Creation of new schedule and collection of stakeholder feedback.	Complete 11/27/2017	Ernest Cooley	11/15/2017
<i>Notes:</i>				
11/8/17	Individual student PAC Schedules created based on current class performance, EVAAS data, and benchmark results.	Complete 05/25/2018	Administration	11/17/2017
<i>Notes:</i> Evidence: Student PAC Schedules				
1/23/17	Guidance counselors will notify school social worker regarding excessive student absences.	Complete 02/26/2018	Wanda Hunter	02/09/2018
<i>Notes:</i> Procedures and forms have been created and established. Evidence: Logs and student attendance intervention meetings.				
1/23/17	Teachers will notify guidance counselors when students have three (3) consecutive absences, so that counselors are able to supply written notification to parents.	Complete 02/12/2018	Wanda Hunter	02/10/2018
<i>Notes:</i> Procedures for monitoring and notifying counselors. Evidence: Form letter and frequency of usage.				
2/12/19	Math 1 classes will administer a diagnostic test to determine individual student strengths and weaknesses and establish instruction from that point forward.	Complete 02/13/2019	Natasha Norman	02/28/2019
<i>Notes:</i>				
9/5/19	Establish the MTSS team and implement MTSS strategies to assist students.	Complete 02/28/2020	Robita Baker	02/28/2020

*Notes:* updated 2/28/20: Members of SIT have participated in videos from NCEES Professional Development on the purpose of MTSS and how to establish MTSS in a school. Members of the SIT will serve as the MTSS team at HCHS and strategies are being developed to assist struggling students. Struggling students have been identified and will be helped in PAC.

10/14/22 HCHS will have a schedule that includes an intervention block during the school day. The intervention block is called Bear Academy. Bear Academy is between 2nd and 3rd blocks. The plan is to provide students additional support during the school day.

Complete 10/14/2022

Patrice Watford

10/30/2022

*Notes:*

**Implementation:**

10/14/2022

**Evidence**

10/14/2022 Schedule developed and distributed to the entire staff and student body. Schedule and Bear Academy blocks can be accessed if needed.

**Experience**

10/14/2022 The intervention block has been added to the schedule. Core teachers have been asked to provide a list to administration of students who need additional support.

**Sustainability**

10/14/2022 Monitoring is required to determine the effectiveness of the intervention block.

**A4.04**

**The school promotes social/emotional competency in school rituals and routines, such as morning announcements, awards assemblies, hallway and classroom wall displays, and student competitions.(5122)**

**Implementation Status**

**Assigned To**

**Target Date**

**Initial Assessment:**

When students are on campus, they participate in announcements by singing the school song and leading the Pledge of Allegiance. Teachers are encouraged to share student work in the classroom and in the halls.

Full Implementation  
12/15/2020

	KEY	A4.06	ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary.(5124)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			The Advisory-Advisee program was phased out during the 2017-2018 School year, along with the power schedule. The district is currently on-boarding MTSS (Mutli-tiered Systems of Support). Hertford County Schools employs Behavior Intervention Specialists, and the high school has two full-time counselors so that students are able to identify their emotions and situations that have triggered their responses, whether they are negative or positive. In addition, teachers also have Buddy teacher plans in place, where students who are behaving in a negative fashion or require a safe environment to express themselves (pass their academic needs), may transition to a different space. During the implementation of the Bear P.A.C., a Character education group will be created and facilitated by the Behavior-Intervention Specialist, and guidance counselors.	Limited Development 05/26/2016		
			Priority Score: 2                      Opportunity Score: 3	Index Score: 6		
<i>How it will look when fully met:</i>			In full implementation, all students will be prepared for life beyond HCHS socially, emotionally, and academically.	<b>Objective Met 01/24/22</b>	<b>Sarah Davis</b>	<b>05/31/2025</b>
<i>Actions</i>			1/19/17 Continuous monitoring of tardy arrivals by classroom teachers with notification to counselors when students have 3 consecutive absences who will then make parental contact via phone.	Complete 01/30/2017	Elizabeth Douglas	01/30/2017
<i>Notes:</i> Implementation has begun. As the semester continues, we will be able to evaluate the effectiveness of this model.			1/19/17 Create a schedule of Advisory meetings and lesson plans for these sessions and share with all staff members.	Complete 01/27/2017	Lyndsay Britt	02/01/2017
<i>Notes:</i> Completed with the exception of alerting all staff members. Advisers have received lesson plans, but they need to be updated regarding meeting schedules for Advisory groups.						

11/12/17	Design a character education program that highlight social and emotional well for students, with grade level appropriate activities that focus on emotional awareness, management, and trigger identification.	Complete 01/16/2018	Elizabeth Douglas	12/20/2017
	<i>Notes:</i> Evidence: Character Education Curriculum Update: 5/10/2018 HCHS has decided to implement Peer Counseling program to assist scholars with emotional and social issues. Scholars will be trained in June 2018			
9/16/19	Counselors are working with freshmen scholars in PGC.	Complete 12/02/2019	Camille Moore	01/31/2020
	<i>Notes:</i> completed first semester			
3/27/20	During the COVID-19 pandemic, all staff (teachers, teacher assistants, administrators, counselors, behavior support) contacted students to check on them.	Complete 03/27/2020	Sarah Davis	05/15/2020
	<i>Notes:</i> Teachers submitted a remote communication contact log in a shared drive for administrators to see. Teachers notified administrators if no contact had been made so that administrators could make contact.			
9/16/19	Counselors are meeting with scholars during ISS twice per week to touch base emotional and social health.	Complete 03/27/2020	Camille Moore	05/31/2020
	<i>Notes:</i> update 3-27: counselors met with scholars to discuss reasons for ISS			
7/13/20	Teachers will incorporate SEL (Social and Emotional Learning) objectives in lesson plans and in lessons throughout the school year. Counselors will provide additional resources.	Complete 04/29/2021	Elizabeth Douglas	05/31/2021
	<i>Notes:</i> update (4/29/21): Staff have incorporated SEL objectives in lesson plans. Counselors have provided additional resources for students as the pandemic has been navigated and SEL has been brought to the forefront.			
9/13/21	All certified and classified staff are to complete 4 courses in Canvas on Mental Health: substance abuse, teen dating, suicide prevention, and sex trafficking.	Complete 10/29/2021	Sarah Davis	10/31/2021
	<i>Notes:</i> update: All HCHS certified and classified staff took 4 courses on mental health in Canvas: Sex trafficking, Drug and Alcohol Abuse, Teen Dating, and Suicide Prevention. This was part of a district and state initiative.			
1/24/22	HCHS has a virtual claming room for students to join if they need to. The link is on the school website in the Counselor's Corner.	Complete 01/24/2022	Crystal Parker	01/24/2022
	<i>Notes:</i>			
1/24/22	Teachers will incorporate writing prompts in classes to help students manage emotions.	Complete 01/24/2022	Takeyla Taylor	01/24/2022
	<i>Notes:</i>			

8/11/21	Teachers will incorporate SEL standards in lesson plans. Activities to promote positive mental health will be planned for students. Counselors will be available to assist with SEL standards.	Complete 01/24/2022	Breana Marshall	05/15/2022
<i>Notes:</i>				
<b>Implementation:</b>		01/24/2022		
<b>Evidence</b>	4/5/2017 contact logs Submission forms from teachers			
<b>Experience</b>	4/5/2017 The team decided to use counselors as resource for monitoring attendance/tardy and parental contact. Established procedure whereby teachers will notify counselors and shared process with entire staff through email and meetings.			
<b>Sustainability</b>	4/5/2017 Counselors will share if process is working and the team will evaluate if system is effective. At the end of the semester, the team will evaluate the process and determine if it needs to be revised for next school year.			
<b>A4.12</b>	<b>The school provides all high school students with opportunities for content and credit recovery that are integrated into the regular school day to keep them on track for graduation.(5130)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<b>Initial Assessment:</b>	Students are given the opportunity to take courses for credit recovery through the APEX program.	Full Implementation 12/15/2020		



	KEY	A4.16	The school develops and implements consistent, intentional, and on-going plans to support student transitions for grade-to-grade and level-to-level.(5134)	Implementation Status	Assigned To	Target Date
<b>Initial Assessment:</b>			<p>Hertford County High School has a Freshmen Academy to service 9th-grade students. The freshmen academy is partially isolated from the rest of wings that service 10th-12th grades. We will implement Bear P.A.C. to provide students with additional support for academic success.</p> <p>Update: Nov. 30, 2018</p> <p>The Bear PAC has not yet been implemented for the 2018-2019 school year. The teachers have been moved to reinstitute a grade level, team pods throughout the building to promote cross-curricular planning and integration. Also, the team-structure emulates the middle-school construction to promote familiarity and supervision.</p> <p>Update (12/13/19): Transcript reviews have been conducted for 10th,11th,and 12th graders. Grade reviews have been conducted for 9th graders.</p>	Limited Development 11/12/2017		
<b>How it will look when fully met:</b>			Students will be prepared to transition from one grade to the next, both academically and emotionally. Students will be prepared for life beyond Hertford County High School.		Crystal Parker	05/31/2023
<b>Actions</b>				<b>13 of 15 (87%)</b>		
	11/19/18	Students will receive progress reports at weeks 3 and 6 in each grading period. Transcript reviews/ report card conferencing will take place to insure students are on target to progress from grade to grade and graduate.	Complete 12/01/2018	Camille Moore	12/01/2018	
<i>Notes:</i>						
	12/7/18	The incoming freshmen will participate in a short (3-day transitional) program in preparation for high school.	Complete 12/07/2018	Natasha Norman	12/01/2018	
<i>Notes:</i>						
	3/4/19	Transcript reviews are conducted by administration and counselors prior to registration for the next school year. This helps to keep students on pace to graduate on time.	Complete 03/27/2019	Sarah Davis	03/31/2019	

	<i>Notes:</i> update (3-4-19): Counselors and administration have had private conferences with students as part of a transcript review to prepare for registration for the next school year.			
11/19/18	Selected freshmen are in the PGC program and the remaining freshmen receive additional support to help the transition to high school.	Complete 03/04/2019	Elenia Riddick	05/31/2019
	<i>Notes:</i> Update (3-4-19): Freshmen received additional support and help with the transition to high school through the PGC program. The freshmen not in PGC also received support through meetings and activities.			
11/19/18	Students will attend a College Fair and have the opportunity to take field trips to different schools. they will be provided assistance for college applications and financial aid.	Complete 03/04/2019	Camille Moore	05/31/2019
	<i>Notes:</i> Update (3/4/19): Students are given multiple opportunities to attend colleges throughout the semester. Announcements are made to students to sign up to meet with college representatives on campus or to attend field trips to the colleges. For the first time, an onsite admissions day as held and over 30 seniors were accepted that day. FAFSA night is held and the college advisor also helps students complete financial aid papers for college. Juniors and seniors attended a College Fair at Chowan University in the first semester.			
9/5/19	Students will receive progress reports at weeks 3 and 6 of each grading period. Parents will have the opportunity to conference with teachers.	Complete 03/27/2020	Camille Moore	05/31/2020
	<i>Notes:</i>			
9/5/19	Students will have transcript reviews prior to registration for the next school year for 9th, 10th, and 11th graders. 12th graders will have transcript reviews to prepare for graduation.	Complete 03/23/2021	Camille Moore	05/31/2020
	<i>Notes:</i>			
7/13/20	Students will have transcript reviews prior to registration for the next school year for 9th, 10th, and 11th graders. 12th graders will have transcript reviews to prepare for graduation.	Complete 03/23/2021	Deborah Brown	03/31/2021
	<i>Notes:</i> Update (3/23/21): Counselors conducted virtual transcript reviews during the months of October, November, and December with the 10th, 11th, and 12th grade students. GPAs, courses taken, and courses still needed were discussed.			
7/13/20	Students will receive progress reports at weeks 3 and 6 of each grading period. Parents will have the opportunity to conference with teachers.	Complete 04/29/2021	Deborah Brown	05/31/2021
	<i>Notes:</i> update (4/29/21)--Students were sent electronic progress reports every three weeks to allow them to know their progress throughout the year. Teachers were also asked to keep a record of communication with students and parents.			

1/24/22	All students with an IEP or a 504 plan have a case manager that monitors their progress and remains in touch with the student, teachers, and parents.	Complete 01/24/2022	Takeyla Taylor	01/24/2022
<i>Notes:</i>				
3/9/22	Counselors will meet with students and discuss grades and courses as students prepare to register for the next school year.	Complete 03/09/2022	Crystal Parker	03/31/2022
<i>Notes:</i>				
8/11/21	Transcript reviews/ report card conferencing will take place to insure students are on target to progress from grade to grade and graduate.	Complete 01/24/2022	Breana Marshall	03/31/2022
<i>Notes:</i>				
8/11/21	Students will receive progress reports at weeks 3 and 6 in each grading period. Report cards are issued at the end of each quarter. Parents will be able to conference with teachers as needed.	Complete 04/12/2022	Sarah Davis	05/15/2022
<i>Notes:</i>				
7/13/22	Students will receive progress reports at weeks 3 and 6 in each grading period.		Crystal Parker	03/31/2023
<i>Notes:</i>				
8/16/22	Transcript reviews/ report card conferencing will take place to insure students are on target to progress from grade to grade and graduate.		Crystal Parker	03/31/2023
<i>Notes:</i>				

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Strategic planning, mission, and vision			
KEY	B1.01	The LEA has an LEA Support & Improvement Team.(5135)	Implementation Status	Assigned To	Target Date
<b>Initial Assessment:</b>		<p>At the current time the central office staff is in place to implement this team, but at this time there is no official team at the district level. The district office staff currently completes walk through observations and provides feedback. In the upcoming year, the school will have an instructional coach with resources provided by federal funds. This coach will serve as a liaison with the district office to provide support for effecting instructional change.</p> <p>Update: 11/2017</p> <p>The school improvement team will meet more often, at least two times per month to monitor the work and evaluate progress.</p> <p>Update: 11/5/18: SIT has established a schedule once a month as a body on the 3rd Monday and committees will meet once a month and record minutes and action steps and send to SIT chair.</p>	No Development 05/26/2016		
		Priority Score: 3	Opportunity Score: 2	Index Score: 6	
<b>How it will look when fully met:</b>		The school improvement team will meet twice per month and create action steps with a distributive leadership policy for teachers and administration, the team must decide on its operating procedures, documentation, once implemented each member will be held responsible for action steps and formulations. In addition, the Instructional Coach will serve on the District Instructional Team. The principal will provide weekly updates of school's progress directly to the superintendent via Friday Synopsis.	<b>Objective Met 10/20/21</b>	<b>Sarah Davis</b>	<b>06/30/2022</b>
<b>Actions</b>					
	11/12/17	The principal will call a special SIT meeting to outline goals for the 2017-2018 school year and allow staff to provides suggestions.	Complete 11/27/2017	Ernest Cooley	12/05/2017
		<i>Notes:</i> Evidence: Agenda and Collected Suggestions			
	12/8/17	The principal will designate a small planning meeting to spearhead school improvement plans, that will meet twice per month.	Complete 11/05/2018	Ernest Cooley	11/05/2018
		<i>Notes:</i> planning committees were established for the 2017-2018 year			

10/18/21	The Hertford County district SIT will meet as needed throughout the school year 2021-2022.	Complete 10/12/2021	Jayson Leach	10/12/2021	
<i>Notes:</i>					
10/18/21	Training on the Indistar system will occur by DPI staff.	Complete 10/20/2021	Sarah Davis	10/20/2021	
<i>Notes:</i>					
<b>Implementation:</b>		10/20/2021			
<b>Evidence</b>	10/20/2021 Data will be uploaded from the training.				
<b>Experience</b>	10/20/2021 After district training with a DPI representative, this was marked at full implementation per his directions.				
<b>Sustainability</b>	10/20/2021 Support staff from the district office is Tammi Ward, Natasha Norman, and Ernest Cooley.				
<b>KEY</b>	<b>B1.03</b>	<b>A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other professional staff meets regularly (at least twice a month) to review implementation of effective practices. (5137)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<b>Initial Assessment:</b>		Full Implementation 04/20/2021			

	B1.05	The principal offers frequent opportunities for staff and parents to voice constructive critiques of the school's progress and suggestions for improvement.(5139)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>	<p>Update (1-22-19):</p> <p>Staff members can submit concerns to the SIT chair.</p> <p>Parents can share concerns monthly at PTSO and Coffee Talk.</p> <p>Update 2-8-19 Staff submit concerns to SIT</p> <p>update 3-27-20 school closed from March 16-May 15 at least with the COVID-19 pandemic--SIT met twice a month until school closures.</p>	Limited Development 11/07/2018			
<i>How it will look when fully met:</i>	Once fully implemented, the staff will be able to clearly express their concerns to the principal. The goal is to provide effective, constructive communication between the leadership team and all stakeholders to ensure clarity.		Sarah Davis	05/31/2023	
<b>Actions</b>			<b>11 of 12 (92%)</b>		
1/22/19	Staff can submit concerns to the SIT chair to discuss with the principal and SIT team.	Complete 02/08/2019	Sarah Davis	01/31/2019	
<i>Notes:</i>					
1/22/19	PTSO and Coffee Talk meet monthly and parents are given the opportunity to express concerns and aks questions.	Complete 03/27/2019	Natasha Norman	05/31/2019	
<i>Notes:</i>	3-27-19 Update: Monthly meetings have occurred throughout 2018-2019.				
9/5/19	Freshman Open House was held on Aug 22 for freshmen to receive their schedules, meet teachers, and ask questions.	Complete 09/01/2019	Natasha Norman	09/01/2019	
<i>Notes:</i>					
9/5/19	Open House for all parents and students is scheduled for 9/10/19.	Complete 09/10/2019	Natasha Norman	09/10/2019	
<i>Notes:</i>					
9/5/19	PTSO will be held monthly and parents may express concerns and ask questions.	Complete 03/27/2020	Natasha Norman	04/30/2020	

<i>Notes:</i>				
9/5/19	SIT will meet twice monthly and concerns of the staff can be shared with the SIT chair or any member of the team.	Complete 03/27/2020	Sarah Davis	05/20/2020
<i>Notes:</i>				
7/13/20	SIT will meet twice monthly and concerns of the staff can be shared with the SIT chair or any member of the team.	Complete 04/29/2021	Sarah Davis	05/31/2021
<i>Notes:</i>				
8/11/21	Open House will be held on Aug 18 from 1-5 for all students.	Complete 09/13/2021	Sarah Davis	08/18/2021
<i>Notes:</i>				
8/11/21	Staff Meetings will be held twice a month and staff may ask questions or express concerns.	Complete 02/10/2022	Sarah Davis	05/15/2022
<i>Notes:</i>				
8/11/21	Staff can submit concerns to the SIT chair to discuss with the principal and SIT team. A Google Form for concerns will be sent prior to each meeting.	Complete 02/10/2022	Sarah Davis	05/15/2022
<i>Notes:</i>				
7/13/22	HCHS will host an open house for all students and parents.	Complete 09/18/2022	Patrice Watford	08/31/2022
<i>Notes:</i> Open House for all students was held on Aug 24. Students and parents were able to tour the building, meet teachers, pick up schedules, and pick up chromebooks.				
7/13/22	Monthly staff meetings and bi weekly SIT meetings will occur and provide staff the opportunities to address concerns and make suggestions.		Torrey Hines	04/30/2023
<i>Notes:</i>				

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Distributed leadership and collaboration			
KEY	B2.03	The school has established a team structure among teachers with specific duties and time for instructional planning.(5143)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		<p>update 1/7/19: Teachers meet as a staff once a month and in PLCs twice a month. Teachers have a daily planning period.</p> <p>Update 1/11/19--Staff will continue to meet once a month as a full body and departments will meet twice a month in PLCs. Teachers will utilize planning period for instructional purposes: lesson plans, copies, grading, etc.</p> <p>Update 5/5/19--objective met</p> <p>update 3/27/20--School closed from March 16 -May 15 at least for COVID-19 pandemic: Staff meetings were held at least once a month if not more. During the closure, staff meetings were held through Zoom. PLCs were held twice a month prior to the closure.</p>	Limited Development 01/07/2019		
		Priority Score: 3	Opportunity Score: 3	Index Score: 9	
<i>How it will look when fully met:</i>		At full implementation, teachers will have planning periods for instructional purposes. Teachers will participate in staff meetings and in departmental PLCs.		Torrey Hines	05/30/2023
<b>Actions</b>			<b>8 of 10 (80%)</b>		
	1/11/19	Monthly staff meetings will occur. Bimonthly PLCs will occur. Teachers will utilize planning periods for instructional purposes.	Complete 05/05/2019	Sarah Davis	05/30/2019
		<i>Notes:</i>			
	9/5/19	Staff meetings will occur on the 2nd Monday of each month.	Complete 03/27/2020	Ernest Cooley	05/31/2020
		<i>Notes:</i>			



9/5/19	PLCs will occur twice monthly for all departments.	Complete 03/27/2020	Ernest Cooley	05/31/2020
<i>Notes:</i>				
7/13/20	Staff meetings will occur on the 2nd Monday of each month and other times as needed.	Complete 04/29/2021	Ronica Watford	05/31/2021
<i>Notes:</i> update (4/29/21): Staff meetings were held monthly through Zoom or email.				
7/13/20	PLCs will occur twice monthly for all departments.	Complete 04/29/2021	Ronica Watford	05/31/2021
<i>Notes:</i>				
8/22/20	HCPS became an Opportunity Culture school district beginning in 2020-2021. HCHS has two Multi Classroom Leaders (MCLs). One in English and one in math. The MCLs each have a Reach Associate (RA) and teach two classes. MCLs observe and team teach with the members of their department. Frequent meetings are held.	Complete 04/29/2021	Sarah Davis	05/31/2021
<i>Notes:</i>				
8/11/21	Bimonthly staff meetings will occur. Bimonthly PLCs will occur. Teachers will utilize planning periods for instructional purposes.	Complete 04/12/2022	Sarah Davis	05/15/2022
<i>Notes:</i>				
8/11/21	HCPS became an Opportunity Culture school district beginning in 2020-2021. HCHS has two Multi Classroom Leaders (MCLs): one in English and one in math. OC focuses on the tested subjects in English and Math: Eng 2, Math 1, and Math 3. MCLs observe and team teach with the members of their department. Frequent meetings are held.	Complete 04/12/2022	Sarah Davis	05/15/2022
<i>Notes:</i> In Jan 2022, the math MCL left HCHS. OC will be restructured for next year with a focus on coaching.				
7/13/22	Staff meetings and PLCs provide staff members the opportunities for instructional planning.		Torrey Hines	04/30/2023
<i>Notes:</i>				
7/13/22	Opportunity Culture meetings will be held with MCLs and teachers to provide additional strategies and suggestions for improving student performance.		Ronica Watford	04/30/2023
<i>Notes:</i>				
<b>Implementation:</b>		05/05/2019		
<b>Evidence</b>	5/5/2019 Agendas, sign in sheets, and minutes can be found in the main office.			

<b>Experience</b>	5/5/2019 Staff meet once a month as an entire staff. Agendas and sign in sheets are kept by administration. Staff meet in PLCs twice a month. Agendas and minutes are kept by department members and departmental administrators.			
<b>Sustainability</b>	5/5/2019 Staff will need to continue regular meetings.			

<b>Core Function:</b>	<b>Dimension B - Leadership Capacity</b>
<b>Effective Practice:</b>	<b>Monitoring instruction in school</b>

KEY	B3.03	The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>	Hertford County High School administrators perform formal and informal observations in accordance with North Carolina General Statutes, along with walk-throughs to provide informal feedback to instructional staff members. Teachers are given a minimum of three formal observations throughout the school year, but are also privy to suggestions from the on-site instructional coach. In addition, the principal and assistant principals attend professional learning communities meetings (PLCs) to discuss data trends and an appropriate intervention cycle for students that require additional support.		Limited Development 05/26/2016		
		Priority Score: 3	Opportunity Score: 3	Index Score: 9	
<i>How it will look when fully met:</i>	<p>Note: The full implementation of this standard includes the fulfillment of indicators A2.03 (The principal spends at least 50% of his/her time working directly with teachers to improve instruction, including classroom observations) and indicator A1.01 (The principal models and communicates the expectation of improved student learning through commitment, discipline. and careful implementation of effective practices.)</p> <p>The principal will become more engaged in the instructional process by holding an open forum for teachers to discuss their intervention needs (time and scheduling), while also spending, at least half of his/her day in the classroom, monitoring the implementation of weekly lesson plans, and observing class dynamics to better assist teachers in refining their craft, deterring misbehavior in classes, and assisting teachers in developing future goals for their Professional development plans. The principal will also refer teachers to district/school resources supporting his communication to ALL staff members on a regular basis that their must be research-based effective practices that increase knowledge and engage students.</p> <p>Update: Nov 7, 2018</p> <p>The Principal and Assistant Principals conduct inform walk throughs and informal and formal observations.</p>			Ronica Watford	05/31/2024
<b>Actions</b>			<b>10 of 12 (83%)</b>		
1/19/17	Work with teachers in need of full implementation of school lesson plan template.		Complete 02/24/2017	Lyndsay Britt	02/24/2017

	<i>Notes:</i> The majority of teachers are in compliance with the use of the lesson plan template and adhering to the submission of plans schedule.			
11/8/17	The principal, and other administrators, will continue to attend PLCs and utilize the district walk-through form to provide suggestions, and monitor the implementation of proposed practices.	Complete 11/07/2018	Ernest Cooley	02/01/2018
	<i>Notes:</i> Evidence: PLC Agendas, Sign-in sheets and notes.			
1/19/17	The principal will complete eight to ten walk-through observations per month using the district walk-through observation form during first semester.	Complete 11/16/2018	Ernest Cooley	05/31/2018
	<i>Notes:</i> The data to support the principal's endeavor will be the upload of the walk-through data.			
12/7/18	Mr. Cooley will complete eight to ten walk-through observations per month using the district walk-through observation form and present an instructional focus each month based his observations.	Complete 05/17/2019	Ernest Cooley	05/30/2019
	<i>Notes:</i> Updated 5/17/19--Mr. Cooley completed many walk throughs each month and then relayed the information to the staff member involved.			
9/5/19	The principal will complete walk throughs and observations and communicate with staff in a timely manner.	Complete 04/26/2020	Ernest Cooley	05/01/2020
	<i>Notes:</i> Update: School buildings were closed from March 13 until the end of the year because of the Covid 19 pandemic. Until the closure of the building, walk throughs and observations were conducted by the administrators. After the building closure, administrators monitored remote teaching by attending Zoom meetings, examining communication logs, and examining plans. Throughout the closure, Zoom meetings were held weekly and emails with additional communication were sent at least once a week.			
9/5/19	Lesson plans are due on Fridays at 5 in a shared drive in Google. Plans should follow the new district template. Plans should be printed and placed in a notebook in each classroom.	Complete 04/26/2020	Ernest Cooley	05/31/2020
	<i>Notes:</i> Update: School buildings were closed from March 13 until the end of the year because of the Covid 19 pandemic. Until the closure of the building, walk throughs and observations were conducted by the administrators. After the building closure, administrators monitored remote teaching by attending Zoom meetings, examining communication logs, and examining plans. Lesson plans were checked weekly by departmental administrators until the closure.			
7/13/20	Lesson plans are due on Fridays at 5 in a shared drive in Google. Plans should follow the new district template. Plans should be printed and placed in a notebook in each classroom.	Complete 04/29/2021	Jayson Leach	05/31/2021

	<i>Notes:</i> update (4/29/21): Staff submitted lesson plans in a shared Google Drive by Fridays at 5. Plans were reviewed and suggestions made to staff by administration weekly.			
7/13/20	The principal will complete walk throughs and observations and communicate with staff in a timely manner.	Complete 04/29/2021	Jayson Leach	05/31/2021
	<i>Notes:</i> update (4/29/21): Walk throughs and observations were conducted virtually throughout the year.			
8/11/21	Lesson plans are due on Fridays at 5 in a shared drive in Google. Plans should follow the new district template.	Complete 03/29/2022	Jayson Leach	05/15/2022
	<i>Notes:</i>			
8/11/21	The principal and assistant principals will complete walk throughs and observations and communicate with staff in a timely manner.	Complete 03/29/2022	Jayson Leach	05/15/2022
	<i>Notes:</i>			
7/13/22	The principal and assistant principals will complete walk throughs and observations and communicate with staff in a timely manner.		Ronica Watford	03/31/2023
	<i>Notes:</i>			
7/13/22	Lesson plans are due on Fridays at 5 in a shared drive in Google. Plans should follow the new district template.		Ronica Watford	04/15/2023
	<i>Notes:</i>			
<b>Implementation:</b>		11/07/2018		
<b>Evidence</b>	11/7/2018 observations can be seen in the True North Logic Program. Administrators also have copies of walk throughs.			
<b>Experience</b>	11/7/2018 Administrators communicate with staff to provide resources for improving classroom instruction.			
<b>Sustainability</b>	11/7/2018 Observations and walk throughs will continue throughout the year.			

<b>Core Function:</b>		<b>Dimension C - Professional Capacity</b>			
<b>Effective Practice:</b>		<b>Quality of professional development</b>			
<b>KEY</b>	<b>C2.01</b>	<b>The LEA/School regularly looks at school performance data and aggregated classroom observation data and uses that data to make decisions about school improvement and professional development needs.(5159)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>

**Initial Assessment:**

Current practices include the implementation of a foundations course for English, math, and science using historical test data; we use data from the ACT to plan practices for instruction to improve test scores; we use data from NC TWC Survey to plan professional development and make changes to practices that support instruction. We use data to assign students to course recovery programs to ensure they graduate on time. 9/26/2017 For the 2017 -2018 school year, the professional development calendar was composed by Central Office at the beginning of the year. Teachers were then allowed to select training based on their own professional needs and interests. The observation data from the previous school year articulates the teachers as accomplished, whereby, the data for teacher needs does not exist. However, for the current school year, the first round of observation data will be used to develop professional development throughout the school year. The first round of observations will be completed October 12, 2017. The data from those observations will be used to drive the professional learning communities and the instructional focus.

Update (12/13/19)--Data walls are up in most core classrooms and teachers are encouraged to use data in planning instruction to help students become proficient.

Update (10/25/20)--All department members are expected to track data and use the data to help students become proficient. Tracking data is extremely important in the EOC courses (Math 1, Math 3, Biology, and English 2) and the CTE courses that will have state assessments in December. Data tracking may be kept in a notebook, on a data wall in the classroom, and/or Google Sheets.

Limited Development  
05/26/2016

	Priority Score: 2	Opportunity Score: 2	Index Score: 4		
<b>How it will look when fully met:</b>	Once fully implemented the school will use the data from each observation to determine the professional development needs for each teacher, as reflected by their instruction and student performance. Teachers will honestly reflect the information, and isolate skills necessary to implement effective, research-based, instructional strategies. The administration will assign teachers, and ask them to reflect on their practice; implement strategies, and collect quantitative and qualitative student data. In order to fulfill this indicator, we will engage on the fulfillment on the indicator C2.03 (The LEA/School provides all staff high quality, ongoing, job-embedded, and differentiated professional development).			<b>Ronica Watford</b>	<b>05/31/2024</b>
<b>Actions</b>			<b>6 of 7 (86%)</b>		
1/23/17	Professional Learning Communities will be used to build the capacity for research based instructional strategies.		Complete 05/10/2018	Tomarra Hall	05/30/2018
	<i>Notes:</i> PLCs have continued and data meetings have happened and will continue throughout the school year, and include research based strategies				
9/16/19	All departments will create data walls and have data notebooks in classrooms to assist in their own learning.		Complete 12/13/2019	Sarah Davis	12/31/2019
	<i>Notes:</i>				
7/13/20	All departments will create data walls and have data notebooks in classrooms to assist in their own learning. Until students return to in class instruction, data will not be placed on the data walls but kept in data notebooks or spreadsheets.		Complete 10/25/2020	Sarah Davis	10/30/2020
	<i>Notes:</i>				
8/11/21	All departments will create data walls and have data notebooks (may be digital) in classrooms to assist in their own learning.		Complete 10/29/2021	Sarah Davis	10/30/2021
	<i>Notes:</i> update (10/29/21)--Teachers monitor data digitally or through data walls for each objective. Teachers use this data to drive instruction and determine reteaching/retesting.				
8/11/21	SEGWAY goal--6% increase in proficiency and exceeded growth wins achievement for youth. This is a district goal.		Complete 04/23/2022	Jayson Leach	05/30/2022
	<i>Notes:</i> Results are not in but we will continue this goal as it is a district goal.				

7/13/22	All departments will create data walls and have data notebooks (may be digital) in classrooms to assist in their own learning and planning.	Complete 10/19/2022	Ronica Watford	10/15/2022
<i>Notes:</i>				
7/13/22	Increase proficiency for all EOCS.		Sarah Davis	05/20/2023
<i>Notes:</i>				
<b>Implementation:</b>				
<b>Evidence</b>	4/24/2017 Department agendas will be uploaded.			
<b>Experience</b>	4/24/2017 Each department was given four options for disaggregating data. In the next meeting, the data was analyzed using standardized questions provided by Mrs. Britt and a plan of action was made to address student needs.			
<b>Sustainability</b>	4/24/2017 Data will be re-examined as the date for final testing draws near to determine remediation and enrichment plans.			

<b>Core Function:</b>	<b>Dimension C - Professional Capacity</b>
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<b>Effective Practice:</b>	<b>Talent recruitment and retention</b>
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KEY	C3.04	The LEA/School has established a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff.(5168)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		<p>A school-based panel of teachers and support staff interview potential candidates as part of the hiring process. Beginning Teachers are provided support through the district induction program. However, the school has no clear recruitment involvement. Each BT is assigned a mentor for the first three years of employment and meet monthly with a support coach for additional assistance. Teachers are evaluated by building level administrators and peer reviewers. Systems for replacing staff include advertisements on local website, state agency website and peer recommendation. Teachers are rewarded or acknowledged through the Teacher of the Year program, staff luncheons and celebrations, teacher appreciation events and other practices. During the 2017-2018, we will have a teacher of the month who exemplifies a true commitment to instructional excellence.</p> <p>Update: Nov.7, 2018</p>	Limited Development 05/26/2016		



Interviews were conducted on the following dates: July 11 - 10 am; July 12 - 10 am & 4 pm; July 16 - 9, 10, 11:30, 1 pm & 5 pm; July 24 - 10 am, 12 pm, & 1 pm; July 25 - 9:30 am; July 26 - 9 am; July 31 - 1 pm; Aug 18 - 11 am; Aug 23 - 1 pm; Sept 4 - 3 pm; Sept 18 - 10:45 am, 11:15 am , 1 pm, 1:30 pm, 2:30 pm, & 3:30 pm

Update: Feb 6, 2021-Interviews for positions are conducted as positions are open and candidates apply.

Update: Dec 2, 2019

Interviews are conducted as positions are open and candidates are available.

Update: Dec. 6, 2018

The leadership team continues to hold interviews in anticipation of vacancies in the CORE and two in the CTE department. Interviews were conducted 12/5/2018.

***How it will look when fully met:***

The leadership will build dynamic relationships with nearby universities with robust undergraduate programs in the field of education by attending job fairs, hosting job fairs, preparing the paperwork for residency programs (lateral entry is being phased out) as well as partnering with Human Resources to recruit teachers states that we have full license reciprocity.

**Objective Met  
04/28/22**

**Torrey Hines**

**05/30/2024**

<b>Actions</b>				
11/12/17	Attend graduation career fairs to recruit teachers in November and December 2017.	Complete 04/13/2018	Ernest Cooley	04/13/2018
	<i>Notes:</i> Evidence: Photos, student sign-in, etc. Update: 5/10/18 Mr. Cooley attended the UNC-Chapel Hill College Advisory Interview Fair 02/13/2018			
12/6/18	Attend career fairs at different Colleges of Education in the area.	Complete 03/14/2019	Ernest Cooley	03/14/2019
	<i>Notes:</i> 3-14-19 update: Mr. Cooley is attending a career fair at UNCG.			
9/5/19	Interview prospective candidates as positions come open.	Complete 12/02/2019	Ernest Cooley	12/31/2019
	<i>Notes:</i>			
5/20/20	Teacher Appreciation	Complete 05/20/2020	Natasha Norman	05/15/2020
	<i>Notes:</i> Teachers were recognized during Teacher Appreciation Week even though teachers are working from home during the COVID-19 pandemic. Teachers were invited to a drive through lunch on May 8. Teachers were also presented a gift. Teachers were also asked to complete a slide for a slideshow to recognize teachers in a different and fun way.			
7/13/20	Interview prospective candidates as positions come open.	Complete 02/06/2021	Jayson Leach	05/31/2021
	<i>Notes:</i>			
8/11/21	Interview prospective candidates as positions come open.	Complete 11/08/2021	Jayson Leach	05/15/2022
	<i>Notes:</i>			
11/8/21	Administration will recognize and reward teachers and staff throughout the year to show appreciation.	Complete 04/22/2022	Sarah Davis	05/15/2022
	<i>Notes:</i> Teacher Appreciation Week is May 2-5. The theme is "How Sweet it is To Be Taught by You." Students are encouraged to participate: Mon-Teachers are Noteworthy-Provide a note of thanks to a teacher; Tues-You Light Up Our Lives-Students dress in their favorite teacher's favorite color or dress like their favorite teacher; Wed-You Make Us Bloom-Students bring a plant, flower, or draw a flower for a teacher; Thurs-You're the Sweetest-Students bring a sweet treat to a teacher; Fri-Fortunate for You-Students bring a a gift for a teacher. Staff will also celebrate: Mon-Bear Land Day-Dress in candy cane or pastel colors; Tues-Bearfest Carnival-Dress in a tie-dye shirt; Wed-Bear Baker Day-Dress in a chef's hat or apron; Thurs-Rock the Dots Day-Wear polka dots; Fri-Bear Pride Extreme-Wear HCHS attire.			

Core Function:		Dimension E - Families and Community			
Effective Practice:		Family Engagement			
KEY	E1.06	The school regularly communicates with parents/guardians about its expectations of them and the importance of the curriculum of the home (what parents can do at home to support their children's learning).(5182)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		<p>We focus our parent involvement on celebrations of success and aspects of instructional practices; we have parent nights, open houses, PTSO meetings, and enrichment programs that spotlight student achievement. Parents have supported several extracurricular, athletic, activities by volunteering and financially supporting the booster club. We are building the same tenacity for instructional initiatives during the school year, by regularly communicating academic status (evidenced by monthly parent logs). Teachers regularly update parents on the academic progress by having bi-quarterly student-progress report and report card pick-up nights.</p> <p>Update: For the 2018-2019 School the leadership team has endeavored to encourage parent participation and garner support for academic initiatives and programs. The PTSO has an elected president Mrs. Pitt.</p> <p>Update Nov 7, 2018: PTSO has officers of President Ms. Pitt, vice president Mr. Shafer, and secretary Ms. Rankins. PTSO meets on the 4th Monday of each month.</p> <p>Update Nov 28, 2018: PTSO meets monthly and includes curriculum updates by the Teacher of the Year as well as entire school updates by administration. PTSO plans a float in the upcoming Murfreesboro and Ahoskie Christmas parades.</p>	No Development 05/26/2016		

Messages are sent to parents, staff, and scholars about upcoming events at HCHS through email, the website, Alert Now, newsletters, and Remind Now. Open Houses have been held for the entire school (report card pickup/progress report conferencing) and specific grade levels (freshmen open house, senior financial aid night). Honor Roll Celebrations have been held and will continue to be held.

update Mar 27,2020: School was closed on March 13 and will be closed through May 15 at least for the COVID-19 pandemic. Prior to the closure, honor roll celebrations at the end of 1st and 2nd nine weeks. We were out when 3rd nine weeks ended. Progress reports were issued at weeks 3 and 6. PTSO met monthly. Communication with parents was through email, Alert Now, and social media especially when the schools were closed.

Update Oct 25, 2020: Teachers are expected to keep a remote communication log and update the log while the school is operating on plan C. The district will continue with plan C throughout the remainder of first semester, and teachers are expected to continue maintaining contact with students and parents/guardians and to document in the logs in the shared drive. Administration routinely checks the logs.

Priority Score: 2

Opportunity Score: 3

Index Score: 6

<b>How it will look when fully met:</b>	At full implementation, parents and the community will be fully encompassed in the life of HCHS. Parents will understand and buy into the mission and vision of HCHS/HCPs.		<b>Patrice Watford</b>	<b>05/30/2024</b>
<b>Actions</b>		<b>23 of 28 (82%)</b>		
1/23/17	Teachers will make parental contact by letter, phone call or progress report conferencing throughout the semester.	Complete 03/30/2017	Elenia Riddick	02/16/2017
<i>Notes:</i> Teachers will submit contact logs/documentation April 3rd				
1/23/17	Conduct a yearly curriculum fair prior to registration to assist students in preparing for registration.	Complete 03/09/2017	Elenia Riddick	02/24/2017
<i>Notes:</i>				
1/23/17	Re-establish a regular schedule of PTSO meetings.	Complete 01/23/2017	Elenia Riddick	05/12/2017
<i>Notes:</i>				
9/26/17	The contact log will be created and teachers will instructed to complete one monthly and share it with their administration for documentation. Teachers will be expected to contact parents regarding student performance and behavior.	Complete 09/26/2017	Elenia Riddick	09/27/2017
<i>Notes:</i> The collection will take place monthly and all logs will be uploaded for documentation.				
10/9/17	Teachers will make regular contact with parents to share student performance information, curriculum plans, etc, the information will be documented in parent contact logs and submitted monthly to the administration.	Complete 10/31/2017	Elenia Riddick	10/31/2017
<i>Notes:</i> <a href="https://docs.google.com/document/d/1JNyG_wLITWesfXgmbZcZQb5zR7mWOICjUBII8vaeYbk/edit">https://docs.google.com/document/d/1JNyG_wLITWesfXgmbZcZQb5zR7mWOICjUBII8vaeYbk/edit</a> The teachers were sent a blank parent contact (via Google drive) log on September 26, 2017				
12/8/17	The PTSO and Cultural Arts department will collaborate to have a Winter concert to showcase student skills and solicit support.	Complete 12/07/2017	James Shafer	12/07/2017

*Notes:* The PTSO and Cultural Arts department will collaborate again to hold a Spring Arts concert.

11/7/18	Establish PTSO's initial meeting and elect officers; continue to have ongoing meetings	Complete 03/27/2019	Natasha Norman	05/30/2019
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*Notes:* Parental Open House for Freshmen, August 23, 2018, from 6:00pm-7:00pm  
PTSO Meeting held on September 24, 2018 from 5:30pm-6:30pm

Upcoming Meetings  
10/29/2018  
2/25/2019

Updated (3-27-19): PTSO held meetings on the following dates in 2018-2019: 8/23/18, 9/25/18, 10/29/18, 11/26/19, 1/24/19, and 3/4/19. PTSO also had a float in the Ahoskie and Murfreesboro Christmas parades. The April 2019 PTSO will be an event called You and Me Soiree and the spring cultural arts concert.

11/28/18	Continue to encourage community and parental involvement through Honor Roll celebrations, open houses (schoolwide or by grade level), Alert Now messages, Remind Now, email, newsletters, website, etc.	Complete 05/05/2019	Natasha Norman	05/31/2019
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*Notes:*

9/5/19	PTSO will have monthly meetings and showcase students and their academic abilities and talents.	Complete 03/27/2020	Natasha Norman	04/30/2020
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*Notes:* School was closed at the end of March for the rest of the year due to the Covid 19 pandemic. PTSO did not meet in March or April.

9/5/19	Progress reports will be issued during weeks 3 and 6 and conferencing will be available for parents.	Complete 03/27/2020	Sarah Davis	05/20/2020
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*Notes:* School was closed at the end of March for the rest of the year due to the Covid 19 pandemic. Progress reports were issued until March but were not issued during quarter 4.

9/16/19	Parents are given regular communication through email, Alert Now, and social media.	Complete 03/27/2020	Ernest Cooley	05/31/2020
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*Notes:* School was closed at the end of March for the rest of the year due to the Covid 19 pandemic. Communication continued with parents even after the school building was closed.

9/5/19	Have honor roll celebrations quarterly and an awards ceremony in May.	Complete 03/27/2020	Natasha Norman	05/31/2020
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	<i>Notes:</i> School was closed at the end of March for the rest of the year due to the Covid 19 pandemic. Honor roll celebrations were held for quarter 1 and quarter 2. No awards ceremonies were held.			
8/22/20	During the time of remote learning, teachers keep a remote communication log that is in a shared Google Drive that is accessible by administration. Teachers record all communication with students and parents in the log.	Complete 10/25/2020	Ronica Watford	10/31/2020
	<i>Notes:</i>			
2/25/21	Communication logs-Throughout remote learning and hybrid learning, teachers are asked to keep a communication log in a shared Google Drive. The log should be updated regularly.	Complete 04/29/2021	Sarah Davis	05/31/2021
	<i>Notes:</i>			
7/13/20	Progress reports will be issued during weeks 3 and 6 and conferencing will be available for parents.	Complete 04/29/2021	Ronica Watford	05/31/2021
	<i>Notes:</i>			
7/13/20	Have honor roll celebrations quarterly and an awards ceremony in May.	Complete 04/29/2021	Sarah Davis	05/31/2021
	<i>Notes:</i> update (4/29/21): Honor Roll celebrations were held each quarter. For first and second nine weeks, students attended a drive through celebration. Third nine weeks was a Zoom celebration. On May 27, two awards ceremonies will be held. The underclass awards will be at 10 am virtually and then a senior awards ceremony will be held at 6 pm in the gym.			
7/13/20	Parents are given regular communication through email, Alert Now, and social media.	Complete 04/29/2021	Sarah Davis	05/31/2021
	<i>Notes:</i> update (4/29/21): Communication with parents and students was provided through email, Alert Now, and social media throughout the year.			
9/23/21	HCHS will host a curriculum night on Sept 29 for parents and students. Parents will receive information about the course offerings of each department. This is part of our events as a Title1 school. Students will receive a clear or mesh backpack for attending. This is part of a new plan at HCHS for safety.	Complete 09/29/2021	Sarah Davis	10/01/2021

*Notes:* HCHS will host quarterly curriculum nights .

update: On Sept 29, HCHS hosted a Title 1 event entitled Curriculum Night. The event was a drive through event because of Covid. Parents completed a sign in sheet with demographic information. Parents received a clear backpack with supplies and information about HCHS offerings. Clear or mesh backpacks are required as of Oct 1. This is a safety measure.

3/29/22	Senior Parent Night will be held on March 29, 2022. The purpose of the night is to provide parents of seniors with information including senior dues, graduation requirements, grades, absences, scholarship information, community college requirements, etc.	Complete 03/29/2022	Deborah Brown	03/29/2022
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*Notes:*

3/29/22	All departments will host Title 1 Curriculum Nights during the months of March and April. The purpose of the curriculum nights is to inform parents of the courses offered in each department and the resources for them to help them help their children be successful.	Complete 03/29/2022	Deborah Brown	04/30/2022
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*Notes:*

8/11/21	Parents are given regular communication through email, Alert Now, and social media.	Complete 04/28/2022	Deborah Brown	05/15/2022
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*Notes:*

8/11/21	Progress reports will be issued during weeks 3 and 6 and conferencing will be available for parents.	Complete 04/12/2022	Sarah Davis	05/15/2022
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*Notes:*

8/11/21	Have honor roll celebrations quarterly and an awards ceremony in May.	Complete 04/28/2022	Deborah Brown	05/15/2022
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*Notes:*

7/13/22	Parents are given regular communication through phone calls, email, Alert Now, and social media.		Shamika Archer	03/15/2023
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*Notes:*

7/13/22	Senior Parent Night will be held in March 2023. The purpose of the night is to provide parents of seniors with information including senior dues, graduation requirements, grades, absences, scholarship information, community college requirements, etc.		Crystal Parker	03/31/2023
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*Notes:*



7/13/22	All departments will host Title 1 Curriculum Nights throughout the school year. The purpose of the curriculum nights is to inform parents of the courses offered in each department and the resources for them to help them help their children be successful. Parents will be able to participate and learn what students are learning.		Crystal Parker	04/15/2023
<i>Notes:</i>				
7/13/22	Progress reports will be issued during weeks 3 and 6 and conferencing will be available for parents.		Sarah Davis	04/30/2023
<i>Notes:</i>				
7/13/22	Have honor roll celebrations quarterly and an awards ceremony in May.		Crystal Parker	05/15/2023
<i>Notes:</i>				
<b>Implementation:</b>				
<b>Evidence</b>	4/5/2017 Evidence will uploaded to folder. Evidence will consist of photos of events and documentations.			
<b>Experience</b>	4/5/2017 The SIT worked to ensure that all teachers were aware and present for the Curriculum Night, turned in Parent Contact Logs to administrators and are aware of monthly PTSO meetings through the Week-At-A-Glance emails.			
<b>Sustainability</b>	4/5/2017 We will continue to use weekly emails to remind teachers of upcoming events and deadlines; plans for next year's Curriculum Night are underway and teachers will continue to make parent contacts and document all interactions. Students will be referred to the appropriate service team as needed.			