

Comprehensive Progress Report

Mission:

It is our mission to provide a safe and caring environment which empowers and prepares all students to be globally competitive through diverse individualized opportunities and effective instruction.

Vision:

The vision of Hertford County Middle School is to foster a global learning community that promotes academic excellence, positive social skills, and prepares students to achieve their college, career, and life-long goals.

Goals:

Hertford County Middle School students will perform at 49% proficiency as measured by the Reading End-of-Grade Test by June 2022.

Hertford County Middle School students will perform at 36% proficiency as measured by the Math End-of-Grade Test by June 2022.

Hertford County Middle School students will perform at 82% proficiency as measured by the Science End-of-Grade Test by June 2022.

Hertford County Middle School students will perform 53% proficiency as measured by the North Carolina End-of-Grade Assessments by 2022.



! = Past Due Objectives

KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		High expectations for all staff and students			
A1.01		The principal models and communicates the expectation of improved student learning through commitment, discipline, and careful implementation of effective practices.(5082)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The Principal communicates expectations for students and faculty through morning announcements and weekly staff notifications and updates. The school administration and faculty speak the expectations for our school daily.	Limited Development 10/19/2016		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
<i>How it will look when fully met:</i>		When this indicator is fully met an observer will see and hear the entire school geared towards our goals of academic success and positive social decisions by students. Students will be able to speak about their academic progress on all assessments and how they can improve.		Terrell Deloatch	05/31/2023
<i>Actions</i>			2 of 3 (67%)		
4/5/22	Maintain bi-weekly PLC meetings with content area teams to discuss data and make informed decisions to drive instruction.		Complete 05/27/2022	Terrell Deloatch	11/16/2021
<i>Notes:</i> PLC meetings to discuss data have been held bi-weekly with ELA, Math, Science, and Social Studies teams. These meetings will occur into the 22-23 school year and MCLs will facilitate some of the data discussions.					
12/3/20	The Principal will maintain open and effective communication with all staff members about the expectations of improved and continuous instruction for students and professional growth for staff.		Complete 05/27/2022	Terrell Deloatch	03/11/2022
<i>Notes:</i> Principal started her communication plan in October 2021 and established that the plan will be reviewed monthly.					
7/6/22	MCLs coach team teachers to teach specific subject content with excellence, in advance of lessons.			April Blackwell	12/19/2022
<i>Notes:</i>					
<i>Implementation:</i>			07/06/2022		
<i>Evidence</i>	5/2/2022 5/2/2022- This objective will continue through the end of the school year, May 27, 2022. This objective will continue into the 22-23 school year as well.				

<i>Experience</i>	5/2/2022 5/2/2022- Teachers are continuously reminded daily about expectations for class instruction, and daily routines and procedures. During professional learning communities, teachers reflect on data to determine next steps for instruction.			
<i>Sustainability</i>	5/2/2022 5/2/2022- Teachers will use student assessment data to communicate needs and next steps for instruction.			

	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
Initial Assessment:			<p>All Hertford County Middle School teachers are working to build healthy relationships with students, and post classroom rules/expectations and procedures.</p> <p>All HCMS classroom teachers will review classroom rules/expectations and procedures during the beginning weeks of the school year and as needed throughout the remainder of the school year.</p> <p>Student assemblies during the beginning weeks of the school year, and as needed throughout the remainder of the school year provide support to teachers and administration in support of positive behaviors from students and staff.</p> <p>Hertford County Middle School will implement the choices program to improve and monitor circumstances that we are trying to be proactive for students that have been assigned to our HCMS CHOICES Program with Ms. Simmons. The amount of days the student remains beyond the required 10 days will be determined by Ms. Simmons and administrators based on the successful completion of the interventions, compliance, and other factors.</p> <p>The School Improvement Team will gain teacher input to determine alternative consequences for misbehaviors and will discuss the expectations with students as needed.</p>	Limited Development 10/12/2017		
How it will look when fully met:			Once this goal is met, Hertford County Middle School Staff and students will be actively engaged in learning, making positive choices with a decrease in behavior infractions, and taking full responsibility and accountability in maintaining a safe learning environment.	Objective Met 10/18/22	April Blackwell	05/26/2023
Actions						
		11/19/18	Create a document that will serve as a checklist for classes to ensure that expectations are visible and posted. Each classroom will be checked once a month.	Complete 12/31/2021	Terrell Deloatch	12/31/2021
<i>Notes:</i> A section was added to the Classroom Walk-Through form regarding classroom management.						

7/5/22	Schedule professional development for all staff members at the beginning of the 2022-2023 school year on classroom management.	Complete 10/18/2022	Terrell Deloatch	08/26/2022
<i>Notes:</i> As of July 2022, this PD session has been scheduled for August 25, 2022. The session will occur during a mandatory teacher workday.				

Core Function:	Dimension A - Instructional Excellence and Alignment
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Effective Practice:	Curriculum and instructional alignment
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KEY	A2.04	Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)	Implementation Status	Assigned To	Target Date
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<i>Initial Assessment:</i>	All of our standards are aligned with instruction. Our instructional teams collaborated with the Instructional Coach during the Summer of 2018 to prepare curriculum maps and pacing guides for the 2018-2019 school year. Through weekly PLCs and monthly vertical alignment meetings our teachers work with our Instructional Coach to develop lesson plans, teaching strategies and analyze data.	Limited Development 03/18/2016		
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Priority Score: 3	Opportunity Score: 3	Index Score: 9		
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<i>How it will look when fully met:</i>	<p>When this objective is in full implementation, All teachers will have access to standard-aligned units of instruction for each subject and grade level. The materials for the standard-aligned learning activities will be well-organized , labeled, and stored for convenient use by teachers. Unit pre/post assessments and all units of instruction will be monitored and reviewed by the instructional team and revisions will be made and dated when deemed appropriate.</p> <p>Teachers will meet bi-weekly in Professional Learning Communities (PLCs) and monthly in Vertical Alignment meetings to analyze and discuss data, plan instruction based on Common Core and the NC Essential Standards, and align instruction and assessments. Teachers will post board essentials and learning objectives so that students understand the purpose of their learning. Our support staff will co-teach with teachers in order to ensure that differentiation occurs for our SWD, AIG, and ESL students.</p>	Objective Met 12/03/20	Timeshi Fennell	05/28/2021
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Actions				
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12/29/17	Teachers will meet bi-weekly in PLCs to analyze and discuss data, plan instruction aligned to Common Core and NC Essential Standards, and align instruction and assessments.	Complete 05/03/2019	Arthur Christian	05/28/2021
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Notes:

Implementation:		12/03/2020		
Evidence	11/19/2018 HCMS Pacing guides were completed June 2018.			
Experience	11/19/2018 Content Teachers were identified by HCMS Leadership Team. Those teachers met at a central location for 3 days and prepared the curriculum document and pacing guide for the 2018-2019 school year.			
Sustainability	11/19/2018 Teachers will work continuously to adjust the pacing guide as needed for classroom instructions. This will be done in bi-monthly PLCs and vertical alignment meetings.			

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Data analysis and instructional planning			
	A3.06	ALL teachers maintain and utilize a record of each student's mastery of specific learning objectives.(5115)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Teachers communicate expectations for both students and faculty through assessment monitoring . School Administration and faculty speak the expectations for our school daily to ensure that students and teachers are monitoring progress. All teachers will monitor academic progress to track student assessment data.	Limited Development 10/26/2021		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
<i>How it will look when fully met:</i>		All teachers maintain documentation of student progress towards mastery of learning objectives. Teachers and students monitor progress of data obtain to indicate student mastery and academic growth.		Timeshi Fennell	06/30/2023
Actions			1 of 2 (50%)		
	7/6/22	Maintain a log of end-of-year EOG scores.	Complete 06/17/2022	Timeshi Fennell	06/30/2022
	<i>Notes:</i>				
	7/6/22	Maintain a log of student assessment data from benchmarks and teacher-created assessments.		Timeshi Fennell	12/16/2022
	<i>Notes:</i>				
Implementation:			07/06/2022		
<i>Evidence</i>	7/6/2022	The data is maintained in the school's data notebook.			
<i>Experience</i>	7/6/2022	It is necessary for teachers to maintain student data and be able to review and use for analysis, in addition to student placement, etc.			
<i>Sustainability</i>	7/6/2022	Teachers will continue to review end-of-year data in order to determine placements for interventions and remediation.			

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Student support services			
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
<i>Initial Assessment:</i>		We have implemented full inclusion throughout our schools. EC teachers are working with teachers in the classroom to provide quality instruction that meets the individual needs of students across all tiers. Teachers attend meetings and professional development sessions to learn strategies and gain resources for meeting the needs of all students.	Limited Development 03/18/2016		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
<i>How it will look when fully met:</i>		<p>Teachers will be given official documents according to their content area, to analyze data and use the data in their daily instructional plans and decisions to assist and identify students that are in jeopardy of failing. Also, teachers will be able to differentiate with accuracy and ease for each student in their classes. The evidence will allow us as a school to appropriately place students in tiers to receive proper remediation and intervention strategies. As teachers attend meetings and professional development sessions, they will share strategies and resources for meeting the needs of all students.</p> <p>Teachers will utilize HCMS data sheets to monitor progress of all students. Interventions will take place throughout the school day, daily, to be certain that we are meeting the individual needs of students based upon revisions of data forms.</p> <p>Evidence found in HCMS Data Spreadsheet.</p>	Objective Met 10/18/22	Shavonda Smith	05/26/2023
Actions					
	4/3/18	Schedule PLC meetings	Complete 11/16/2021	Petrina Smith	11/16/2021
		<i>Notes:</i>			
	7/6/22	Create an intervention/enrichment schedule for students to participate in at least 3 times a week.	Complete 10/18/2022	Shavonda Smith	08/31/2022
		<i>Notes:</i>			
<i>Implementation:</i>			10/18/2022		
<i>Evidence</i>		10/18/2022 HCMS Data Sheets			

Experience		10/18/2022, Students are set in interventions based upon HCMS data reports.			
Sustainability		10/18/2022 Monitoring student progress as a school/ via grade levels.			
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
Initial Assessment:		Staff and faculty members have received guidance on how to be attentive to students' emotional needs while identifying their emotional state of being. As a school, we have established procedures to address students' emotional states that include our School Counselors and School Nurse. We have the necessary support and interventions in place when necessary. Our students are aware of our procedures if they need to discuss issues that may arise.	Limited Development 03/18/2016		
		Priority Score: 2 Opportunity Score: 3	Index Score: 6		
How it will look when fully met:		Students are supported through individual meetings with the School Nurse, Social Worker and the Counselors. Community supports are also in place to support students' emotional, social, and basic needs as they transition throughout their school year. We have partnerships with Integrated Family Services and TEAACH. There are interpreters in the Public School System to support our English Language Learners and families.	Objective Met 07/06/22	Freida Lee	06/30/2022
Actions					
	7/6/22	Consult with our Community In Schools partners to provide students with access to various speakers.	Complete 02/23/2022	Freida Lee	02/28/2022
<i>Notes:</i>					
	4/9/18	HCMS Student Tours for the new 6th grade transition.	Complete 04/27/2022	Freida Lee	05/04/2022
<i>Notes:</i>		Rising sixth-grade students from the two feeder schools, Ahoskie Elementary and Riverview Elementary participated in a "Transition Day" on May 27, 2022, at HCMS.			
	7/6/22	Provide real-world opportunities for students through the State Employees Credit Union of Murfreesboro, which consists of making decisions about transportation, housing, childcare, utilities, and communication.	Complete 06/22/2022	Shavonda Smith	06/30/2022

Notes: Students participated in this real-world activity during the month of June 2022.

Implementation:		07/06/2022		
Evidence	7/6/2022 The session has been documented with our Summer Bridge/Career Accelerator Summer Camp evidence. The Mayor of Ahoskie, NC visited during the month of February and conducted mini sessions with specific focus groups.			
Experience	7/6/2022 Students participated in the Summer Bridge and Career Accelerator summer camp and had the opportunity to experience real-world scenarios with our local State Employees Credit Union branch.			
Sustainability	7/6/2022 The school plans to continue that relationship and aims to be able to provide similar experiences during the regular school year. The school plans to continue our partnership with Communities in Schools.			

	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
Initial Assessment:			<p>School Counselors have created an orientation schedule to be used annually with both elementary feeder schools to help them transition from elementary to middle school.</p> <p>School Counselors also created a plan for 8th-grade students to transition from middle school to high school, which involves exposing them to the selection of the 3 high school/program offerings available (Main Campus High School, Early College High School, and C.S. Brown High School STEM).</p>	Limited Development 10/12/2017		
			Priority Score: 2 Opportunity Score: 3	Index Score: 6		
How it will look when fully met:			There are meet and greet sessions planned for students transitioning from Elementary and Middle School. Students meet with Counselors from their previously assigned school to minimize nervousness about transitioning into a traditional educational setting. Students will visit and tour the middle school before the transition occurs where they meet with the teachers, school counselor, and administration to minimize anxiety about moving into a traditional educational setting.	Objective Met 07/06/22	Freida Lee	05/27/2022
Actions						
	12/15/21	8th grade students will participate in a virtual interest meeting with the Early College High School.	Complete 12/02/2021	Freida Lee	12/02/2021	
<i>Notes:</i> The counselors for our middle school collaborated with the Early College High School counselors to schedule a meeting to explore interests from 8th students. Communication was sent to all 8th parents regarding the application process, meeting date, and deadlines.						
	7/6/22	8th-grade students will participate in an interest meeting with C.S. Brown High School-STEM	Complete 03/09/2022	Freida Lee	03/11/2022	
<i>Notes:</i>						
	7/5/22	5th-grade students from both feeder schools, Ahoskie Elementary and Riverview Elementary participated in an orientation session at Hertford County Middle School.	Complete 05/27/2022	Wanda Outlaw	05/27/2022	

Notes: The orientation took place on Wednesday, May 27, 2022. Ahoskie Elementary students visited HCMS at 9:15 a.m. and Riverview Elementary visited at 1:00 p.m. The program consisted of the Welcome and School Expectations by the Principal, Dress Code, and Discipline procedures by the Assistant Principals, and presentations by the PE department, band, elective, and core departments. 8th-grade student leaders provided a guided tour of the school.

Implementation:		07/06/2022		
Evidence	7/6/2022 School counselors have created an agenda that reflects the orientation sessions held.			
Experience	7/6/2022 Counselors experienced some changes that had to occur due to the pandemic. When necessary, school counselors scheduled virtual meetings with high schools and high school counselors also visited HCMS to speak with 8th graders in person. However, once school reopened with full access to students, they were able to schedule in-person orientation sessions for 5th-grade students. 7/6/2022			
Sustainability	7/6/2022 School counselors will continue to implement annual orientation sessions, in addition to meeting with counselors from feeder schools to plan.			

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
<i>Initial Assessment:</i>		We currently have an active support and a School Improvement Team at Herford County Middle School. Our team consists of teachers and parents. It is our goal to have student representatives as well.	Limited Development 03/18/2016		
		Priority Score: 3 Opportunity Score: 2	Index Score: 6		
<i>How it will look when fully met:</i>		The HCMS School Improvement team has been created and will meet on a regular basis, at least twice monthly to help transform our school. The School Improvement Team has a parent representative and will include student input as well.	Objective Met 10/18/22	April Blackwell	04/28/2023
Actions					
	7/6/22	Nominate and vote for the School Improvement Team Members (Chair, Process Manager/Co-Chair) for the 2021-2022 school year.	Complete 10/04/2021	Terrell Deloatch	10/30/2021
		<i>Notes:</i>			
	7/6/22	Vote for the School Improvement Team Members (Chair, Process Manager/Co-Chair) for the 2022-2023 school year.	Complete 08/16/2022	Terrell Deloatch	09/30/2022
		<i>Notes:</i>			
	7/6/22	Maintain monthly School Improvement Team meeting logs	Complete 05/30/2023	Shavonda Smith	04/28/2023
		<i>Notes:</i>			
Implementation:			10/18/2022		
	Evidence	10/18/2022 Google form/ document.			
	Experience	10/18/2022 Team has been voted upon via google forms on August 16th to replace staff members no longer with our school.			
	Sustainability	10/18/2022 Ensure that all staff members have voted for members of School Improvement Team, each school year.			

	KEY	B1.03	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)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			A Leadership Team has been established at Hertford County Middle School. The team consists of the administration, leadership for every grade and department, and Multi-Classroom Leaders (MCL) within our school.	Limited Development 03/18/2016		
<i>How it will look when fully met:</i>			Hertford County Middle School's Leadership Team will meet twice a month and at the conclusion of each meeting, a record of minutes will be uploaded to Google Drive. In efforts to review and ensure that implementation is effective, the leadership team will establish sub-committees that will operate under the direction of the committee. The sub-committees will focus on the improvement of core instruction.		Terrell Deloatch	04/28/2023
Actions				1 of 2 (50%)		
		7/6/22	Add 2 Multi-Classroom Leaders (Math and ELA) who will serve alongside the administration and to be assigned a team of teachers to coach.	Complete 05/23/2022	Terrell Deloatch	05/27/2022
<i>Notes:</i>						
		12/29/17	Create a schedule for meetings and establish a "Meeting Focus" for both meetings each month.		Terrell Deloatch	04/28/2023
<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>		We have an established team structure for our school. Every grade level is organized as a team with a lead teacher as the representative for the grade level. We have clear expectations for duties and monitoring students during transitions throughout the school.	Limited Development 03/18/2016		
<i>How it will look when fully met:</i>		Hertford County Middle School has created a PLC meeting agenda that addresses the structures and process of implementation around student progress. Every grade level uses this agenda during weekly PLC meetings, and Content and Team Planning meetings to guide their thinking around data analysis, problem-solving, and the next steps regarding instruction and assessment.		Shameka White-Williams	05/26/2023
Actions			0 of 3 (0%)		
	12/29/17	Team Leaders will meet with teachers during their PLCs or Grade Level Meetings to provide and/or gather information on students learning and outcomes.		Shannon Xiques	06/02/2023
<i>Notes:</i>					
	7/6/22	Create a meeting schedule for all grade levels using the newly created master schedule.		Shameka White-Williams	08/31/2023
<i>Notes:</i>					
	7/6/22	Utilize distributed leadership to support instruction through collaboration with multi-classroom leaders (MCLs).		Jeffery Wilson	12/19/2023
<i>Notes:</i>					

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Monitoring instruction in school			
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>		The administration is working with the Human Resources department to adhere to the schedule for evaluations for that teachers can receive feedback in a timely manner. Additionally, the Instructional Coach is available for instruction support and recommendations. Also, teachers submit weekly lesson plans through a shared document that allows for immediate feedback.	Limited Development 03/18/2016		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
<i>How it will look when fully met:</i>		All teachers will be formally observed. Observations will take place during scheduled and unscheduled conferences. Teachers will be provided with feedback and suggestions for improvement. The Leadership Team will conduct classroom walk-through observations and provide teachers with feedback and strategies for instruction.	Objective Met 10/22/22	Terrell Deloatch	04/28/2023
Actions					
	4/5/18	Lesson plans are collected weekly by administration and constructive feedback is given.	Complete 05/13/2022	Jeffery Wilson	04/30/2022
<i>Notes:</i>					
	4/5/18	As each content area meet, minutes are maintained and shared with administration and staff.	Complete 05/13/2022	Terrell Deloatch	05/06/2022
<i>Notes:</i> Teachers met weekly as grade-level teams and bi-weekly with content area teams and discussed data, teaching strategies, and opportunities for growth. Teachers reviewed and disaggregated data, then returned to classrooms with information to revise instruction and apply necessary strategies.					
	10/22/22	Continue to collect weekly lesson plans and provide guidance and feedback.	Complete 09/30/2022	Beshelya Smith	09/30/2022
<i>Notes:</i> Lesson plans are actively being monitored and feedback is provided for growth and improvement. Lesson plans are used for guidance during observations and walk-throughs.					
	10/22/22	The leadership team conducts classroom walk-throughs weekly.	Complete 10/03/2022	Terrell Deloatch	10/03/2022

Notes: The leadership team currently conducts classroom walk-throughs each week and provides instant feedback to teachers via google forms.

Implementation:		10/22/2022		
Evidence	5/25/2023			
Experience	10/22/2022 This objective is continuous throughout the school year although the target has been met to achieve the expected start date of the objective. 5/25/2023			
Sustainability	10/22/2022			

Core Function: Dimension C - Professional Capacity

Effective Practice: Quality of professional development

KEY	C2.01	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)	Implementation Status	Assigned To	Target Date
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Initial Assessment:	Currently, the school administration and teachers review benchmark data from STAR Reading and STAR Math, bi-weekly classroom teacher-made assessments, and end-of-grade assessments. Teachers have also implemented the use of Freckle for reading and math, which provides student data to determine the next steps for instruction.	Limited Development 03/18/2016		
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How it will look when fully met:	By June 2023, all certified teachers will be surveyed annually to provide input on professional development needs both at the school and personal levels. The School Improvement Leadership team will use the outcome of this survey, school performance data, and classroom aggregated data to make decisions about school improvement and professional development needs.		Matisha Artis	06/09/2023
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Actions 1 of 2 (50%)

4/5/18	Content area teachers will participate in PLC's to discuss resources, strategies, and expectations in content tested areas (EOG and NC Final Exams).	Complete 04/29/2022	Timeshi Fennell	04/30/2022
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Notes:

4/5/18 Low-performing reading students will participate in STAR reading remediation to better assess their current level and apply strategies to increase their performance in these EOG tested areas of English.

Timeshi Fennell

04/28/2023

Notes: An intervention block has been built into the master schedule for the upcoming 2022-2023 school year, which includes a focus on reading support.

Core Function:

Dimension C - Professional Capacity

Effective Practice:

Talent recruitment and retention

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>We currently implement the procedures for hiring, recruiting, and evaluating staff as established by the district.</p> <p>We are currently working with our school counselors, CIS, and school community to provide incentives and positive reinforcements to staff and students throughout our school.</p>	Limited Development 03/18/2016		
<i>How it will look when fully met:</i>		<p>HCMS will comply with and support the procedures from our district office for hiring, recruiting, and retaining staff members.</p> <p>HCMS will have filled every vacant position with the best, most qualified candidates.</p> <p>Staff members will be evaluated according to the NC DPI schedule.</p> <p>Staff members will receive weekly walk-throughs with timely feedback.</p>		Terrell Deloatch	05/20/2023
Actions			1 of 2 (50%)		
	7/6/22	Include teachers in the interview process/panel when recruiting and hiring new staff members.	Complete 03/31/2022	Terrell Deloatch	12/16/2022
		Notes: This action will be completed and or routine as vacancies become available and applicants are available as well. The goal is to have all positions filled by December 2022.			
	7/6/22	Recognize and reward staff members monthly (Staff Member of the Month)		Jeffery Wilson	01/31/2023

Notes:

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>Information is posted on the school's website and automated phone calls provide information on specific issues.</p> <p>We are establishing our PTSO and working to increase parent involvement with PTSO.</p> <p>Teachers are available to meet with parents at every progress report and report card pickup as scheduled by the district to have an open dialogue about the status of our school and ways that we can work together to improve the culture, academics, and performance of our school.</p> <p>Parents have access to the Parent Portal, which allows them to learn about their children's attendance, grades, etc.</p>	Limited Development 03/18/2016		
<i>How it will look when fully met:</i>		The administration, teachers, and PTSO members will utilize various methods of communication to reach parents, guardians, and the community about the expectations of the school, students, and supporting curriculum needs in the home. A record of contact logs (phone, email, conference, etc), school alert message communications, parent letters, and the school website will serve as evidence for the increased communication.		Dawnesha Faison	05/12/2023
<i>Actions</i>			1 of 2 (50%)		
	4/5/18	Encourage parents to support student achievement through home-based learning opportunities available in NCEd Cloud/PowerSchool or other web-based programs.		Jane Futrell	12/16/2022

Notes:

4/5/18 Maintain monthly parent contact logs to include phone calls, email correspondence, parent-teacher conferences, and parent letters.

Complete 05/27/2022

Jane Futrell

12/18/2022

Notes: