

Comprehensive Progress Report

Mission: Riverview will provide an exemplary education that inspires and prepares all Students for Success in the 21st Century.

Vision: We believe that learning should be fun, purposeful and challenging. Through our effective curriculum we aim to equip each child with the skills they need for lifelong learning.

Goals:

Riverview Elementary will increase all students proficiency to 55%, as measured by NC Schools Assessments at the end of the school year, (June 2024).

Riverview Elementary will increase Teacher Retention by 10%, as measured by surveys, human resource reports and NC Report Card.

Riverview Elementary will have at least 50% involvement of parents/guardians as measured by logs and sign-in documents 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			
	A1.03	The LEA/School promotes a school culture in which professional collaboration is valued and emphasized by all.(5084)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Riverview had made great strides in making this indicator become fully implemented. Staff collaborate on behavioral issues during our weekly PLC meetings. Staff and PLC meetings begin with positive collaborations among the staff. Parents and students are met each morning with smiles and well wishes. Teachers greet students at the doors. PD's are aligned with individual staff needs.	Limited Development 11/06/2017		
		Priority Score: 3 Opportunity Score: 2	Index Score: 6		
<i>How it will look when fully met:</i>		Riverview's principal is committed to helping its teachers improve their skills and teaching strategies. She focuses the staff development activities on the entire staff and on the specific goals and curriculum programs of the school. She is especially adept at using informal coalitions of teachers in implementing new programs and takes an active role in planning, participating in, and evaluating professional development activities. Riverview's Principal facilitates opportunities for professional growth by enabling teachers to attend conferences, establishing mechanisms that facilitate the exchange of professional dialogue, and personally shares ideas and materials with staff. The principal is active in building shared beliefs about the importance of community. She nurtures collaborative processes (e.g., shared decision making), forge schedules (e.g., common planning time), and creates organizational structures (e.g., team leadership) that permit and encourage shared mission and direction, collaborative work, and mutual accountability for school goals and student learning. The principal is attentive to ensuring that there are a variety of mechanisms for teachers to communicate and work among themselves. She understands, and helps others understand, that communities of professional practice offer the most appropriate vessels for professional learning and the forging of new instructional skills. Finally, she takes advantage of the fact that she is in a unique position to garner and allocate resources to bring communities of professional practice to life.		Whitney Ballard	06/09/2023
Actions			20 of 22 (91%)		
	3/27/18	Improve quality of PLC's by creating a PLC meeting template.	Complete 03/27/2018	Justin Frederes	03/30/2018

	<i>Notes:</i> PLC template is maintained in the PLC notebook located in the PLC meeting room.			
3/27/18	Parents and students are met each morning with smiles and well wishes.	Complete 03/27/2018	Elizabeth Jones	06/08/2018
	<i>Notes:</i> Ms. Jones meets and greets staff, students and parents at the front entrance of Riverview.			
3/27/18	Teachers greet students at classroom doors.	Complete 03/27/2018	Lee Ford	06/08/2018
	<i>Notes:</i> Mr. Ford monitored this daily. He made daily rounds to make sure staff was greeting students as they entered their classes. This continued into 2018-2019.			
3/29/18	Staff/PLC meetings will include staff members to build and facilitate leadership qualities among Riverview's teachers and administrators.	Complete 03/23/2018	Justin Frederes	06/08/2018
	<i>Notes:</i> Staff meetings will be at least twice a month. Staff meetings will be on Mondays if possible. PLC's will take place weekly unless district test are taking place.			
3/29/18	A weekly newsletter will be shared with staff giving details of the upcoming week/weeks.	Complete 04/25/2018	Elizabeth Jones	06/08/2018
	<i>Notes:</i> Google Doc contains the weekly newsletters.			
3/27/18	Record PLC minutes using Riverview's PLC template.	Complete 05/04/2018	Justin Frederes	06/15/2018
	<i>Notes:</i>			
11/6/18	Teacher and staff will have consultations with Instructional Teams during PLC's at least once a week.	Complete 06/07/2019	Justin Frederes	06/08/2019
	<i>Notes:</i> PLC notebook will be maintained.			
11/6/18	Mr. Ford and Ms. Deloatch will work with individual teachers and with teams to analyze strengths and weaknesses of the delivery of instruction and student progress.	Complete 06/07/2019	Lee Ford	06/08/2019
	<i>Notes:</i> PLC notebook will be maintained.			
12/21/20	Mrs. Deloatch will create a Google Classroom to communicate with all staff.	Complete 08/01/2020	Terrell Deloatch	08/01/2020
	<i>Notes:</i> The Google Classroom was created and implemented daily at the beginning of the year. Staff are kept informed of events, meetings, district information, PLC etc. daily.			
3/25/21	Attend the Early Literacy Improvement Network Training.	Complete 03/24/2021	Terrell Deloatch	03/24/2021
	<i>Notes:</i> The training will be held virtually. Mr. Ford selected a few teachers along with the assistant principal to attend the meeting/training.			
12/4/20	Beginning teachers will plan and collaborate with Bearfield via zoom.	Complete 06/01/2021	Margaret Smith	06/01/2021

	<i>Notes:</i>			
12/4/20	Grade levels will maintain minutes from weekly PLC meetings. They will drop the minutes into a folder labeled PLC minutes.	Complete 06/01/2021	Elizabeth Jones	06/01/2021
	<i>Notes:</i>			
9/20/19	BT 1's will attend monthly meetings as required by Human Relations. (13 Teacher Talks required for 2019-2020)	Complete 06/01/2021	Elizabeth Jones	08/01/2021
	<i>Notes:</i>			
9/20/19	BT 2's will attend at least 5 Teacher Talks as required by Human Relations for 2019-2020.	Complete 06/01/2021	Elizabeth Jones	08/01/2021
	<i>Notes:</i>			
9/20/19	BT 3's will attend at least 3 Teacher Talk Sessions as required by Human Relations for 2019-2020.	Complete 06/01/2021	Elizabeth Jones	08/01/2021
	<i>Notes:</i>			
3/29/22	T. Chlomoudis, M. Guess, S. Ruffin, D. Faison, will attend a face to face Lit Bites and Spehro Balls PD at Roanoke Chowan College on March 18 or March 25, 2022.	Complete 03/25/2022	Tonya Chlomoudis	03/25/2022
	<i>Notes:</i>			
3/29/22	Elizabeth Jones, Tonia Chlomoudis, and Camele Gayle will register and embark on the journey of personal and professional development with LETRS.	Complete 03/25/2022	Camele Gayle	03/25/2022
	<i>Notes:</i> Teachers will work together to complete the LETRS class. Once complete they will help other teachers begin the class.			
10/29/21	Beginning Teachers will attend district teacher talks as required by HR.	Complete 06/01/2022	Elizabeth Jones	06/01/2022
	<i>Notes:</i> Google Doc. shared with Ms. Cherry will be evidence of attendance.			
9/20/19	Grade level chair person (s) will take on the role as leader in the PLC meetings. He/She will maintain the data notebook.	Complete 06/01/2022	Regina Cooper	08/01/2022
	<i>Notes:</i>			
10/20/22	Attend Professional Development on Unpacking the Standards. Math will be held on October 13 and ELA will be held October 19, 2022. The training will take place at Bearfield Primary School and DPI will present the training.	Complete 10/19/2022	Elizabeth Jones	10/19/2022
	<i>Notes:</i> Ms. Jones will create a schedule for both training.			
10/20/22	Guided Reading Professional Development for K-5 teachers. How teachers should use data to group students, how to use leveled text, what the classroom schedule looks like, best practices for who to see when.		Elizabeth Jones	11/14/2022

Notes: Dr. White will finalize the training. Ms. Jones will work on created a schedule for teachers to follow.

9/20/19 A leadership team consisting of a representative for the K-2, ELA (3-5), Math & Science (3-5) will monitor, observe, model, and give feedback monthly.

Alicia Myrick

08/01/2023

Notes: Curriculum Partners

- *Model lessons in classrooms as needed.
- *Support the instructional development in understanding the CCSS curriculum and varied assessments, the Framework for Teaching, lesson plans, and data analysis.
- *Build strong relationships with teachers and administrators.
- *Provide direction and coordination for how the curriculum is taught consistent with District initiatives and recognized best instructional practices.
- *Assist teachers with resources, materials, tools, information, etc. to support classroom instruction and planning, including new resources.
- *Support teachers and administrators in using data to improve instruction on all levels.
- *Assist teachers with planning and pacing of lessons, the development of differentiated lessons, and the selection of best practices to meet the needs of their students.
- *Support teachers by helping with the —strategic how of teaching -- share multiple instructional strategies/processes with teachers during planning times.
- * Informally observe (non-evaluative) lessons and provide feedback for a teacher’s professional growth and students’ success.
- *Provide direction when needed for classroom management.
- *Assist teachers with questions as needed.
- *Assist teachers when needed for completion of tasks and meet deadlines.

- * Help teachers collaborate and learn on the job
- * Help to drive instruction
- * Provide examples of instructional strategies that will enhance student achievement

Implementation:		04/25/2018		
<i>Evidence</i>	4/25/2018			
<i>Experience</i>	4/25/2018			
<i>Sustainability</i>	4/25/2018			

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
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<i>Initial Assessment:</i>	Our school is still reacting rather than preventing behaviors. We have school-wide procedures and classroom rules and consequences are posted. Many teachers start out the school year strong with teaching behaviors but as time goes by and new staff join the school, procedures become more lackadaisical. Implementation of PBIS at Riverview is present in some of the classrooms. Effective classroom management is inconsistency reinforced	Limited Development 11/06/2017		
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<i>How it will look when fully met:</i>	When our goal is met every teacher will have posted expectation in their classrooms that the children have created and acknowledged. Economy Classroom will be utilized by the entire staff to reinforce positive student behavior. Our school community will agree that 90% or more of our staff are practicing PBIS on a regular consistent basis. How does your school ensure that all teachers establish and positively teach and reinforce consistent rules and procedures in their classroom? Each teacher is provided with PBIS expectations and procedural training at the beginning of the school year. The principal explains classroom managed and administrative managed offences. The school monitors the behavior data and meets on the data monthly.	Objective Met 02/01/22	Elizabeth Jones	08/01/2024
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Actions				
	3/29/18 Riverview will take part in the state Tornado Drill.	Complete 03/30/2018	Terrell Deloatch	03/30/2018

Notes: Riverview staff and students took part in the state Tornado Drill.

3/27/18	PBIS rules will be posted in all classrooms.	Complete 04/02/2018	Lee Ford	06/08/2018
<i>Notes:</i> PBIS posters have been distributed to staff. Teachers placed posters in classrooms.				
9/20/19	To begin the year ALL Teachers shall stand in doorways daily, beginning at 7:40 a.m. Greet students with a warm smile and welcome! Teachers' name should be visible and posted on or near the door to help students locate classes.	Complete 08/16/2019	Lee Ford	08/26/2019
<i>Notes:</i>				
10/18/18	Community in School representative will work with at risk students.	Complete 06/04/2021	Tonya Chlomoudis	08/01/2021
<i>Notes:</i>				
10/15/21	Ms. Chlomoudis, Ms. Cooper, and Ms Glover will attend Miss Kendra training September 22 and September 23.	Complete 09/24/2021	Tonya Chlomoudis	09/24/2021
<i>Notes:</i> Three staff members will attend the Miss Kendra training. The will share the information with the Riverview Staff.				
10/29/21	Mrs. Cooper, Mrs. Chlomoudis, and Mrs, Glover will share Miss Kendra information from September 23 & 24 training with the Riverview staff during a PD.	Complete 12/01/2021	Mrs. Glover	12/10/2021
<i>Notes:</i> After teachers attend training they will share information with other staff members during a PD.				

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>		Riverview has common planning in the master schedule, and each teacher has access to the district created pacing guides and state standards. Each week, we analyze data from common assessments. Daytime tutors work with students who need intervention on specific skills. Riverview is in its second year of vertical planning. PLC minutes are consistently recorded in Google documents.	Limited Development 10/09/2016		
<i>How it will look when fully met:</i>		Instructional Coach will meet at least 90 minutes monthly in grade level and vertical PLC's on collaborative planning to consistently align lessons with standards which will be documented through PLC minutes. Plans will be developed thoroughly and intentionally and modified to accommodate the needs of the students. Special Education Teachers will be using a unit plan template and align it with their students' IEP goals. Teachers will utilize resources that are aligned to rigorous instruction. Data will be used to guide all instructional decisions. All stakeholders including certified staff will support goals and identify differentiation needs within the lessons. Teachers post standards and objectives so that students understand the purpose of their learning. This is monitored through classroom observations in which we observe student engagement and evidence of learning. In addition, our support staff co-teaches with classroom teachers in order to effectively differentiate instruction for our ELL, AIG, SWD, and Tier II and Tier III students.		Elizabeth Jones	06/01/2023
Actions			13 of 15 (87%)		
	10/11/16	Review with teachers the MTSS Focus template that has been provided during PLC grade level meetings. Teachers will be given a copy of the framework to keep in their data notebook.	Complete 12/07/2016	Josephine Dunn	12/16/2016
		<i>Notes:</i> Templates have been made and are ready to be distributed to teachers.			
	10/11/16	Create common planning time for grade level teachers with adequate time to prepare lessons.	Complete 08/31/2018	Justin Frederes	06/08/2019
		<i>Notes:</i> Teacher survey to be conducted at end of school year asking teachers how much planning time was spent on non-planning activities.			
	11/5/17	Implement PLT meetings on a monthly basis to review data and lesson plans, and adjust units based on the findings to ensure students needs are met with support of the ELA and Math Instructional Coaches.	Complete 05/31/2019	Justin Frederes	06/08/2019
		<i>Notes:</i>			

11/5/17	Teachers will use weekly collaborative planning time to create lessons on specific skills.	Complete 06/07/2019	Justin Frederes	06/08/2019
<i>Notes:</i>				
11/5/17	100% of Grade level teams will use district units of instruction as evidence in their lesson plans.	Complete 06/08/2018	Justin Frederes	06/08/2019
<i>Notes:</i>				
11/5/17	Special Education teachers and ELL will work with collaborative grade teams monthly to identify and provide remediation to students who have deficiencies that need to be mastered.	Complete 06/08/2018	Justin Frederes	06/08/2019
<i>Notes:</i>				
1/12/19	Provide professional development on standards-based teaching and learning as well as high yield strategies.	Complete 06/07/2019	Justin Frederes	06/15/2019
<i>Notes:</i>				
12/4/20	PD's are scheduled the 2nd Friday of each month. Staff must sign up for PD's and complete PD forms and submit to Central Office.	Complete 12/21/2020	Lee Ford	01/01/2021
<i>Notes:</i>				
12/4/20	Istation PD's monthly with Istation representatives.	Complete 06/01/2021	Elizabeth Jones	06/01/2021
<i>Notes:</i>				
12/4/20	Opportunity Culture will collaborate and plan with selected teachers.	Complete 06/01/2021	Lee Ford	06/01/2021
<i>Notes:</i>				
10/11/16	Plan and schedule professional development to review the MTSS planning framework. (Tier 1, Tier 2, Tier 3)	Complete 10/20/2022	Monique Glover-Carey	10/12/2022
<i>Notes:</i> We have a new SSST team this year. We need to discuss expectations, rules, and procedures for the framework.				
9/21/22	Contact Dr. White to request unpacking the standards professional development activity for staff.	Complete 10/19/2022	Elizabeth Jones	11/01/2022
<i>Notes:</i>				
12/4/20	Riverview will incorporate the ELL teacher in PLC meetings to plan and collaborate to help create learning and teaching strategies.	Complete 10/20/2022	Margaret Smith	06/01/2023
<i>Notes:</i>				
11/5/17	Provide professional development on standards for new staff to help develop an understanding of Common Core and essential standards.		Elizabeth Jones	08/01/2023
<i>Notes:</i> PLT minutes will be used as evidence for the completion of this action.				

10/11/16 Provide update on the progress of the MTSS progress during the monthly staff meeting.

Elizabeth Jones

06/08/2024

Notes: Ms. Black will share information with the staff of progress of the MTSS. How many students have been referred? How many entered the program? The team will share common errors made during the referral process.

MTSS committee shared information packet of SSST process.
Teachers will given opportunity to ask questions concerning referral process.
Google Doc folder was created and shared with colleagues.

	A2.16	Units of instruction and activities are aligned with AIG goals, ELL student progress, IEP goals and objectives for all students.(5106)	Implementation Status	Assigned To	Target Date
	Initial Assessment:	<p>Lessons designed and based on Basal Readers.</p> <p>Students are not grouped and taught in whole groups.</p> <p>Assess students' learning using formative assessment.</p> <p>PBIS is not in place.</p> <p>Continually assess and adjust lesson content to meet students' needs.</p> <p>RES is currently rewriting all units and pacing guides. These units integrate science and social studies with literacy.</p> <p>Coaches and teachers are writing model units and lessons during the summer of 2019.</p> <p>PLC teams will work with Ms. Baker, Ms. Winborne, coaches and leadership this year to refine the manner in which we meet the needs of all students.</p>	Limited Development 01/16/2019		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
	How it will look when fully met:	<p>All units will be in Learning Focused Lesson format -Teachers will regularly use high-yield instructional strategies in each lesson plan.</p> <p>Teachers will be knowledgeable and able to write lesson plans in the new District wide format .</p> <p>Lesson plans and completed units aligned with all standards with materials will be provided as evidence</p>		Tonya Chlomoudis	08/01/2024
Actions			9 of 10 (90%)		
	12/19/19	DEAR Program will begin December 16. All students in grades 1-5 will read for 20 minutes a day.	Complete 12/16/2019	Lee Ford	12/16/2019

	<i>Notes:</i> RES started the DEAR program December 16, 2019. All students were to read at least 20 minutes each day. Mrs. Deloatch announced on the intercom at 8:30a.m. that all students in grades K-5 should begin reading at this time. Students were told 8:50 a.m. that DEAR was complete. This would be done Monday-Friday.			
12/19/19	AR plan would be updated and placed on Indistar.	Complete 12/20/2020	Kimberly Winborne	12/20/2020
	<i>Notes:</i> AR plan was added to documents in the School Improvement Plan. Ms. Winborne will update the plan as needed.			
9/20/19	Strategies for AIG students will be integrated into classroom instruction on a regular basis and highly gifted students as well as other students identified for services will receive specialized instruction from the Gifted Education Specialist. Kimberly Winborne	Complete 10/20/2021	Elizabeth Jones	08/01/2021
	<i>Notes:</i>			
10/29/21	Data wall for AIG students will be added into the PLC room.	Complete 10/22/2021	Elizabeth Jones	10/28/2021
	<i>Notes:</i> Data wall for AIG students is needed to represent our highest achievers.			
10/29/21	A Universal Screener for all 4th graders will be given.	Complete 10/15/2021	Kimberly Winborne	10/28/2021
	<i>Notes:</i>			
3/29/22	AIG students will attend a trip to Sylvan Heights Bird Farm 4/1/2022.	Complete 04/01/2022	Kimberly Winborne	04/01/2022
	<i>Notes:</i>			
3/29/22	The Chowan Athletic Department will be at RES for Mathematics on Wednesday, April 6, 2022 from 8:30-10:30 for 3rd grade students and AIG students. Permission slips will be sent home.	Complete 04/06/2022	Alicia Myrick	04/06/2022
	<i>Notes:</i>			
10/29/21	Student referrals for AIG need to be to be turned into Mrs. Winborne by October 22, 2021.	Complete 11/01/2021	Kimberly Winborne	11/05/2022
	<i>Notes:</i> Once referrals are made AIG representative will assess student.			
10/29/21	Miss Baker will provide PD training for staff on STAR data. Students have been assessed. Now what should I do?	Complete 02/02/2022	Pamela Baker	12/01/2022
	<i>Notes:</i> We had a date scheduled but do to staff shortage the training had to be canceled. Another date needs to be set.			
10/29/21	Letterland will be taught at least 30 minutes a day in grades k-2.		Regina Cooper	06/01/2023
	<i>Notes:</i> Students have been out of regular classrooms and are below grade level. Phonics needs to be reviewed daily. Letterland has been discussed as a non negotiable.			
Implementation:		10/20/2021		

<i>Evidence</i>	10/20/2021			
<i>Experience</i>	10/20/2021			
<i>Sustainability</i>	10/20/2021			

Core Function:	Dimension A - Instructional Excellence and Alignment			
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Effective Practice:	Student support services			
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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 have recently had a change in the MTSS chairperson at Riverview. The MTSS Leadership Team will begin looking at a plan for the year based on our areas of needed growth. We understand that communication among all stakeholders needs to be stronger and clearer. Stakeholders need a clearer understanding of what MTSS encompasses. We are identifying areas of concern and developing an appropriate plan of action. Riverview has access to data from Istation, Schoolnet, district benchmarks, STAR and common assessments. The school currently has RTI teams that meet to discuss students of concern, strengths, strategies to put in place. Inconsistent use of differentiated and small group instructional practices are seen in the classroom. Data is reviewed by some teachers and utilized to plan effective intervention groups.</p>		Limited Development 10/09/2016		
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<i>How it will look when fully met:</i>	<p>Strong, reflective, pedagogy will be visible in every classroom at every level in Riverview Elementary School by June, 2022. Where additional teacher support is needed, it will be provided consistently toward the end of educator improvement. A system will be in place through which teachers may request this support with impunity by January, 2022. This will be measured through a combination of staff surveys and PLC discussions.</p>			Elizabeth Jones	06/02/2023
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Actions			14 of 20 (70%)		
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10/11/16	Provide PD on MTSS problem solving tools.	Complete 12/16/2016	MTSS Team	12/16/2016
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Notes: Ms. Dunn provided problem solving activities to meet the needs of students. She helped teachers one on one and in grade level groups.

10/9/16	Provide PD for new teachers on mClass assessments.	Complete 08/31/2017	Elizabeth Jones	09/01/2017
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Notes:

10/11/16	The first Monday of each month the MTSS Leadership Team will share information and data regarding the referrals and implementations of interventions.	Complete 11/03/2017	Elizabeth Jones	06/08/2018
<i>Notes:</i> October 31, 2016 M. Black presented information to the staff concerning the upcoming SSST training for teachers. November 1st and 3rd teachers were trained on the procedures, expectations, and rules of the SSST.				
11/5/17	Training for all staff on MTSS.	Complete 03/16/2018	MTSS Committee	06/08/2018
<i>Notes:</i>				
3/29/18	Teachers will collaborate with each other using data from assessments to complete the K-2 Literacy Analysis Tool.	Complete 03/23/2018	Justin Frederes	06/08/2018
<i>Notes:</i> The K-2 Literacy Analysis Tool will be used to track student growth.				
1/16/19	MTSS Team Leaders will conduct professional development at the beginning of school year with staff to clarify procedure for referral process.	Complete 08/30/2018	Michelle Black	09/01/2018
<i>Notes:</i> Staff agenda SSST Packets				
1/16/19	Classroom teachers will complete MTSS pre-screener using BOY data.	Complete 10/01/2018	Lee Ford	10/01/2018
<i>Notes:</i> Data wall Data Analysis Document in PLC data notebook				
1/12/19	K-2 teachers will create (1) intervention Burst group.	Complete 10/05/2018	Elizabeth Jones	10/01/2018
<i>Notes:</i> Burst groups were created for grades K-5.				
11/5/17	Develop a schedule conducive to tiered instruction.	Complete 11/03/2017	Justin Frederes, Elizabeth Jones	11/10/2018
<i>Notes:</i>				
1/12/19	Create Burst Intervention Group based on MOY mCLASS assessments.	Complete 01/31/2019	Elizabeth Jones	01/30/2019
<i>Notes:</i>				
11/5/17	Regroup students based on data for mastery of skills identified for all tiers.	Complete 10/12/2018	Elizabeth Jones	06/08/2019
<i>Notes:</i> Students have been assessed and grouped into intervention groups according to Burst.				
11/5/17	Share with staff tools for progress monitoring.	Complete 09/30/2019	Elizabeth Jones	10/01/2019
<i>Notes:</i> Weekly PLC minutes will be maintained as evidence of Progress Monitoring discussions.				

9/20/19	Assist teachers in the implementation and monitoring of classroom based Tier 2 interventions using Istation interventions.	Complete 09/13/2019	Elizabeth Jones	10/31/2019
<i>Notes:</i>				
2/18/21	Celebrate student Istation Success with a Drive Through Celebration.	Complete 09/30/2020	Elizabeth Jones	09/29/2020
<i>Notes:</i> Students logging into Istation for at least 20 minutes a day three days a week will be invited to attend a drive through with treat bags.				
11/5/17	Administer and analyze a universal screener for 1st-5th grade reading to identify target students.		Elizabeth Jones	06/08/2023
<i>Notes:</i>				
11/5/17	Administer and analyze a universal screener for math 1st - 5th grades to identify target students.		Elizabeth Jones	06/08/2023
<i>Notes:</i>				
11/5/17	Analyze and identify strengths, weaknesses, and root causes of data sources through PLC's to inform instruction.		Elizabeth Jones	06/08/2023
<i>Notes:</i>				
9/20/19	Need to make clear determinations on when a student has or has not met progress monitoring goals and the expected time for each intervention		Elizabeth Jones	08/01/2023
<i>Notes:</i>				
9/20/19	Monthly Tier 3 meetings with (SSST) intervention team and appropriate classroom teachers and parents		Elizabeth Jones	08/01/2023
<i>Notes:</i>				
9/20/19	Set up a systematic structure for Tier 2 interventions, data monitoring, and evaluation		Elizabeth Jones	08/01/2023
<i>Notes:</i> Istation for grades K-3 NC Check Ins for 3-5th.				

	A4.02	Teams of special educators, general education teachers, and related service providers meet regularly to enhance/unify instructional planning and program implementation for students with disabilities. (5118)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		MTSS folders are available for classroom teachers. Folders includes guidelines for referral process. Regular MTSS meetings that include staff.	Limited Development 01/24/2019		
<i>How it will look when fully met:</i>		Fully implemented = regular use of SSST folders by all classroom teachers. Folders include instructional interventions for student deficits.		Renee Lassiter	06/12/2023
Actions			1 of 4 (25%)		
10/20/22		Present to grade level teachers the plan of action for ELA and Math. Students red and yellow in grades k-3 will need to have a IRP (Individualized Reading Plan). Students in grades 4-5 will use the PEP.	Complete 08/24/2022	Elizabeth Jones	08/25/2022
		<i>Notes:</i> The IRP will be shared with staff at the Orientation the first week of school.			
10/20/22		IRP's will be written for all red and yellow students in grades k-3 by November 11, 2022		Monique Glover-Carey	11/11/2022
		<i>Notes:</i>			
10/20/22		All red and yellow students will be progress monitored every 10 to 20 days.		Elizabeth Jones	06/09/2023
		<i>Notes:</i>			
10/20/22		Interventions will be created and implemented using data to meet the needs of each student with a IRP.		Deistanee Faison	06/09/2023
		<i>Notes:</i>			

	A4.03	Instructional teams utilize student learning data to determine whether a student requires a referral for special education services. (5121)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Riverview has established teams to assess student progress. With the implementation of a more structured process, Riverview will be able to identify the needs of all students in all tiers.	Limited Development 01/16/2019		
<i>How it will look when fully met:</i>		<ul style="list-style-type: none"> *Reports will reflect an increase in early referrals. *Reports will reflect a decrease in the number of students not identified . *Teachers will have documentation of ongoing interventions for all tiers. *Attendance will improve and tardies will decrease. *Minutes from Data/MTSS meetings will document discussion and monitor of strategies. *Examine student need, match need to indicated intervention strategy, and frequently progress monitor to assess student improvement. *E 		Elizabeth Jones	06/09/2023
Actions			0 of 2 (0%)		
1/16/19	Examine student needs, match need to indicated intervention strategy, and frequently progress monitor to assess student improvement.		Lee Ford	06/12/2023	
	<i>Notes:</i> PLC data minutes will be maintained in the Data/PLC notebook.				
1/16/19	Weekly PLC meeting with grade level teams to discuss and monitor strategies.		Lee Ford	06/15/2023	
	<i>Notes:</i> PLC minutes will be maintained in a notebook.				

	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 school counselor in addition to the school social worker and Communities in Schools Representative are working with the teachers and students to foster understanding of developmental and emotional concerns. The staff has had minimal training in P.B.I.S and staff inconsistently implements the necessary interventions. Some teach social skills weekly to address character education. Our school has the following resources available (a full time guidance counselor, part time school social worker, full time school nurse), and the beginning of local community support.	Limited Development 10/09/2016		
<i>How it will look when fully met:</i>			Riverview Elementary School will be a place where each student knows he/she is a valuable asset to the school, his class and his community by June 10, 2024 as measured by teacher, parent and student surveys. The teachers will recognize students have emotions and these emotions are caused by different circumstances (i.e. home environment, school environment, etc). Teachers will provide guidance and support in helping students manage their emotions effectively. With teacher support students will develop a sense of respect for other students' diversity.		Monique Glover-Carey	06/10/2024
Actions				7 of 9 (78%)		
	2/22/17		Teacher Evaluation Tool Professional Development	Complete 08/24/2016	Lori Morings	08/24/2016
			<i>Notes:</i> Agenda will be uploaded as documentation.			
	11/7/16		Students pledged to demonstrate kindness towards other students.	Complete 11/11/2016	Freida Lee	10/26/2016
			<i>Notes:</i> Students attended an assembly to learn how acts of kindness can have a positive domino effect towards others.			
	12/1/16		Recognition for students attending Fall Reading Night and PTSO meeting. Prek-6 students will be served ice cream	Complete 12/09/2016	Urania Harrell	12/09/2016
			<i>Notes:</i>			
	12/1/16		Students attaining a score of 3 or higher will celebrate. 3-6 will celebrate on December 13, 2016 with a movie and popcorn.	Complete 12/16/2016	Josephine Dunn	12/16/2016
			<i>Notes:</i>			
	10/11/16		Character Traits of the Month will be focused upon.	Complete 06/07/2019	F. Lee	06/15/2019
			<i>Notes:</i>			

2/22/17	Riverview will use school calendars, newspaper articles, and All call phone calls to highlight school happenings.	Complete 06/07/2019	Parent and Community Engagement	06/15/2019
<i>Notes:</i>				
9/20/19	Miss Kendra Training Professional Development for teachers around emotional states and how to respond	Complete 09/13/2019	Freida Lee	10/31/2019
<i>Notes:</i>				
9/20/19	Assessment or protocol for identifying students needing social or emotional support		Monique Glover-Carey	06/01/2023
<i>Notes:</i>				
10/11/16	Students who have been identified as Tier 3 in behavior will have counseling sessions with the school guidance counselor to learn to identify and self manage their emotions.		Monique Glover-Carey	06/15/2023
<i>Notes:</i>				

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
<i>Initial Assessment:</i>	We have implemented a shared class roster, where staff can add notes regarding student behavior and academic progress. Our SSST meets regularly to discuss student progress. Documentation of interventions are provided within our SSST. Students that a referred to SSST late in the school year are red flagged. Upcoming teachers of the red flagged students are to track progress of the students and refer to SSST as soon as interventions are tracked for at least 4 weeks. Kindergarten meets with Pre K teachers to discuss upcoming students. 5th grade provides information to the middle schools. Our 5th graders visit the middle school and parents have opportunities to meet with guidance counselors.		Limited Development 11/06/2017		
	Priority Score: 3	Opportunity Score: 2	Index Score: 6		
<i>How it will look when fully met:</i>	Staff will be involved in vertical discussions that will aid in aligning grade level content and assessments. Teachers will be knowledgeable of standards that student excel in and or need additional support. Also teachers will be aware of the most effective strategies used to teach specific skills. With the implementation of the data warehouse and MTSS, our teachers will be more capable of charting students' historical data and determining what interventions have been effective in student growth. We will continue transition activities in both K and 5th.			Sheltonya Vaughan	06/09/2023
Actions			5 of 9 (56%)		
4/25/18	5th grade visited the Hertford County Middle School and spent 1/2 day.		Complete 04/20/2018	Freida Lee	05/01/2018
	<i>Notes:</i> Took 5th grade students to spend 1/2 day at Hertford County Middle School on 4/26/2018.				
4/30/18	MTSS had meetings throughout the school year to monitor student learning and goals.		Complete 06/07/2019	Justin Frederes	06/01/2019

Notes: The team met every Monday last year. For 2018-2019 staff and administrators met weekly. Goals were set for students during PLC and grade level team meetings. Students goals were monitored. If goals were met the students were recognized and new goals were created. If goals were not met then an intervention plan was reviewed and new strategies were put in to place. Administrators created a weekly PLC schedule for 2018-2019. Staff and administration met weekly to discuss analyze and discuss data. A data notebook was maintained and placed in the PLC meeting room. It was noted from the beginning if minutes were not placed in the notebook then the meeting did not take place.

9/20/19	Constitution Day is Celebrated!	Complete 09/09/2019	Craig Dennis	09/10/2019
	<i>Notes:</i> SIT parent representative spoke at the ceremony. "We the People" was the theme. A copy of the program can be found in the 2019-2020 Title 1 notebook.			
9/20/19	5th Grade male students will visit Chowan University November 7, 2019 to meet the college male mentors.	Complete 09/30/2019	Freida Lee	10/07/2019
	<i>Notes:</i>			
9/20/19	Grade-level team walkthroughs to observe curriculum that will impact student readiness for the next grade level (Curriculum Partners)	Complete 10/01/2021	Trevor Marshall	08/01/2021
	<i>Notes:</i>			
10/21/22	GAP-Students are pulled from 4th grade Monday-Wednesday-Friday for explicit instruction in reading.		Elizabeth Jones	06/09/2023
	<i>Notes:</i>			
9/20/19	Plan vertical planning meetings for curriculum (Pre K/, K/1, 2/3, 4/5)		Margaret Smith	08/01/2023
	<i>Notes:</i>			
9/20/19	MTSS Leadership will plan parent engagement nights to prepare meaningful activities to give strategies to parents in working with their children.		Margaret Smith	08/01/2023
	<i>Notes:</i>			
9/20/19	Grade levels will collaborate with MTSS Leadership Team to develop activities for parent engagement nights.		Margaret Smith	08/01/2023
	<i>Notes:</i>			
Implementation:		04/25/2018		
Evidence	4/25/2018			

<i>Experience</i>	4/25/2018			
<i>Sustainability</i>	4/25/2018			

Core Function:	Dimension B - Leadership Capacity			
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Effective Practice:	Strategic planning, mission, and vision			
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KEY	B1.01	The LEA has an LEA Support & Improvement Team.(5135)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The district has developed focused teams that are assigned to the schools to provide support as needed and requested. Mrs.Norman is the district representative for Riverview. She participates in weekly PLC's and shares news articles with the staff through email. Mrs.Norman audits Title 1 notebooks as needed. Mrs.Norman is a team member that drives major changes. She is knowledgeable in literacy and other content areas. District Office provides support through feedback and Professional Development from Curriculum and Instruction Department (i.e. Assistant Superintendent, AIG Coordinator, CTE Director, HR Director).	Limited Development 10/18/2016		

	Priority Score: 2	Opportunity Score: 3	Index Score: 6		
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<i>How it will look when fully met:</i>	The LEA will select team member that will have readiness and willingness to drive major changes. The LEA will be knowledgeable in literacy, technology, and other content areas. District Office provides support through feedback and Professional Development from Curriculum and Instruction Department (i.e. Assistant Superintendent, AIG Coordinator, CTE Director, HR Director). The district has developed focused teams that are assigned to the schools to provide support as needed and requested.	Objective Met 10/29/21	Deborah Brown	06/02/2023
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Actions				
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11/5/17	Contact support staff on the county level about school education needs and concerns.	Complete 06/07/2019	Dr. P. Keene	06/08/2019
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<i>Notes:</i>				
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11/5/18	Dr. Keene will provide support as needed and requested. She will participate in PLC grade level meetings.	Complete 06/07/2019	Lee Ford	06/08/2019
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Notes:

Implementation:			10/29/2021		
Evidence		10/29/2021 NCSTAR comprehensive report.			
Experience		10/29/2021 Riverview Elementary School has a School Improvement Team. Mrs. Natasha Norman is the District liaison. We meet twice a month with the team. We add minutes to the meetings.			
Sustainability		10/29/2021 Riverivew will add more detailed information to the minutes.			
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

Initial Assessment:

Riverview's School Improvement Team Instructional Leadership (Chairperson) Elizabeth Jones B1.01 The LEA has an LEA Support & Improvement Team B.102 The LEA selects and hires qualified principals with the necessary competencies to be change leaders. B1.03 A Leadership Team will consist of the principal, teachers who lead the Instructional Teams, and other professional staff meets regularly (at least 2x/month) the review implementation of effective practices. B3.03 The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers. C3.04 The LEA/School will establish a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff. School Culture (Chairperson) A4.06 All teachers will be attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary. Curriculum Instructional and Professional Development Chairperson A2.04 Instructional Teams develop standard aligned units of instruction for each subject and grade level. B2.03 The school has established a team structure among teachers with specific duties and time for instructional planning. B3.01 The LEA/School will monitor progress of the extended learning times programs and strategies being implemented, and uses data to inform modifications. C2.01 The LEA/School will regularly look at school performance data and aggregated classroom observation data and uses that data to make decisions about school improvement and professional development needs. Parent and Community Engagement (Chairperson) E1.06 The school will regularly communicated with parents/guardians about its expectations of them and the importance of the curriculum of the home (what parents can do at the home to support their children's learning). MTSS (Chairperson) A4.01 The school will implement a tiered instructional system that allows teacher to deliver evidence-based instruction aligned with the individual needs of students across all tiers.

Limited Development
10/10/2016

	Priority Score: 3	Opportunity Score: 3	Index Score: 9		
How it will look when fully met:	The leadership Team will consist of the principal, teachers who lead the Instructional Teams, and other professional staff who meet at least twice a month to review implementation of effective practices which will be measured by SIT minutes by August 2023. The MTSS Continuous Improvement Model will be the foundation of the schools Core Instructional Plan. Teachers will take ownership of PLC meetings. PLC agenda will be completed prior to the PLC meeting. Minutes will be recorded. The discussion will be about identifying areas of concern, problem solving, and creating and implementing a plan of action. Data will be relevant and timely.			Deborah Brown	08/01/2024
Actions			9 of 13 (69%)		
10/11/16	Create a schedule of the Instructional Leadership Meetings.	Complete 10/11/2016	Instructional Leadership Team	10/28/2016	
	<i>Notes:</i> The yearly calendar has been uploaded and is available to view meeting dates for the entire year.				
10/18/16	Create agenda format that guides topics of discussion aligned with the goals, objectives and indicators. The team will routinely monitor and assess the effectiveness of tasks assigned.	Complete 11/02/2016	Elizabeth Jones	11/04/2016	
	<i>Notes:</i> PLC agenda format to guide topics of discussion aligned with the goals, objectives and indicators was uploaded. The plan allows for the team to routinely monitor and assess the effectiveness of the assigned task.				
10/11/16	Create a plan of intended outcomes for the year.	Complete 01/31/2017	Instructional Leadership Team	03/24/2017	
	<i>Notes:</i> Calendar of plan for Jan-June is posted on the wall and updated daily.				
11/5/17	Re-visit and revise the school mission and vision statement to address current student and school needs.	Complete 02/26/2018	Margaret Smith	11/30/2017	
	<i>Notes:</i> A couple of vision and mission statements have been reviewed. The statements were shared with the entire staff. We will need to create a ballot and vote on the vision and statement at the next staff meeting.				
11/5/17	The leadership team will set goals aligned with our school's mission and vision statements and identify the strengths and weaknesses within instruction.	Complete 11/03/2017	Leadership Team	06/08/2018	
	<i>Notes:</i>				
11/5/18	Riverview will provide professional development on the components of effective lesson plans to support the delivery of quality lessons.	Complete 10/31/2018	Elizabeth Jones	12/01/2018	

	<i>Notes:</i> Abbey Whitford presented a PD " Getting to the Core of Instruction" to two groups.			
11/5/17	Monitor and review school improvement team agendas and meeting notes to determine effectiveness of school improvement team.	Complete 06/07/2019	Justin Frederes	06/08/2019
	<i>Notes:</i>			
11/5/18	Administrative team will develop and articulate a schedule for monitoring daily lesson plans to ensure quality planning for instruction.	Complete 06/07/2019	Terrell Deloatch	06/08/2019
	<i>Notes:</i> Lesson plans are to be shared with Terrell Deloatch by Monday morning of each week. The plans are maintained in a google folder.			
11/5/17	Devise strategies and sound research based instructional passages to address the needs and concerns based on the data analysis.	Complete 10/01/2021	Lee Ford	08/01/2021
	<i>Notes:</i>			
1/12/19	PLC minutes will be maintained and kept in the PLC meeting room.		Regina Cooper	06/15/2023
	<i>Notes:</i>			
1/12/19	PLC conversations will focus on instructional practices, student data including academic and behavior progress.		Grade Level Chairpersons	08/01/2023
	<i>Notes:</i>			
1/12/19	Administrators will participate in PLC conversations.		Alicia Myrick Fennell	08/01/2023
	<i>Notes:</i> Minutes will be kept in the PLC notebook.			
10/18/16	The principal will create a schedule to conduct weekly walk-throughs and observations and provide feedback in a timely manner.		Deborah Brown	08/01/2023
	<i>Notes:</i>			
Implementation:		10/20/2021		
Evidence	10/20/2021			
Experience	10/20/2021			
Sustainability	10/20/2021			

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 are beginning to implement our team structures and procedures. They are becoming a part of our weekly routine. We would like to strengthen our vertical alignment and parental participation. Our Data Assessment PLC's are growing stronger in addition to the organization of team meetings with agendas and minutes. Our Instructional Coach is helping teachers move away from the traditional committee meetings towards problem solving. We must focus on student achievement by aligning content taught across the grades and organizing procedures that help teams stay focused and productive. The new PLC format seems to be keeping teachers on task. Through the guidance of Riverview's Instructional Coach and DPI consultants, our PLC's are becoming more grounded in data-driven discussions.	Limited Development 10/10/2016		
<i>How it will look when fully met:</i>		Each teacher understands his/her role on the teams with which he/she works and a specific time-frame for the assigned task so that time for instructional planning and collaboration is maximized. This will be measured through responses on Teacher Working Conditions Survey. Our Data Assessment discussions will be centered around rich data-driven dialogue with pre-planned agendas and minutes recorded for each meeting. Our Indistar Teams work to create problem-solving teams and transition from the committee mindset that is the traditional way of conducting business. There will be shared responsibility. We will focus on student achievement by aligning content taught across the grades and organizing procedures that help teams stay focused and productive		Tonya Chlomoudis	08/01/2023
<i>Actions</i>			12 of 13 (92%)		
	10/11/16	Create processes, procedures and expectations for PLC's, team meetings and planning meetings such as agendas, minutes and a rubric for effective team collaboration.	Complete 10/12/2016	Instructional Leadership Team	10/28/2016
<i>Notes:</i>		PLC agenda downloaded in folder B203			
	11/5/17	Develop staff understanding of the selected school improvement/PLC structure/process through a professional learning event.	Complete 08/18/2017	Staff	08/31/2017
<i>Notes:</i>					
	11/5/17	Develop a master schedule with identified common planning times for teams to meet.	Complete 09/04/2017	Terrell Deloatch	09/01/2017
<i>Notes:</i>					

11/5/17	Develop master schedules for when all leadership, instructional, cultural, and community teams.	Complete 09/01/2017	Leadership Team	09/29/2017
<i>Notes:</i>				
11/5/17	Devise Teams/Committees for school specific groups.	Complete 10/02/2017	Staff	10/30/2017
<i>Notes:</i> The staff were allowed the opportunity select the teams they wanted to work with. Committees/teams will be uploaded as documentation of the completion of this task.				
3/29/18	Staff will complete the North Carolina Teachers Working Conditions Survey	Complete 03/29/2018	Elizabeth Jones	03/30/2018
<i>Notes:</i> Riverview's goal of 100% participation was achieved!				
1/12/19	All staff will have duty free planning.	Complete 08/24/2018	Lee Ford	09/01/2018
<i>Notes:</i> 2018-2019 Staff Handbook. Grade Level Schedules are evidence this action has been completed.				
10/11/16	Create a master schedule with a common planning time for grade level PLC's	Complete 10/11/2016	Terrell Deloatch	06/07/2019
<i>Notes:</i> Riverview's Handbook with PLC planning is uploaded.				
11/5/17	Identify a school improvement/PLC structure.	Complete 06/07/2019	Terrell Deloatch	06/08/2019
<i>Notes:</i>				
10/11/16	Align the indicators with the team that will be creating tasks and monitoring the tasks.	Complete 10/12/2016	Elizabeth Jones	10/28/2019
<i>Notes:</i> Uploaded doc- Committees Aligned with Indistar Indicators and Indistar Aligned Teams with Indicators				
11/5/17	Provide PD for staff for data analysis	Complete 11/29/2019	Terrell Deloatch	12/01/2019
<i>Notes:</i>				
11/5/17	Monitor the progress of implementation of school goals, professional development training, teacher teams as well as instructional strategies and modify as necessary.	Complete 03/02/2022	Terrell Deloatch	08/01/2022
<i>Notes:</i>				
3/29/22	MCL 's will take on a leadership role in the PLC meetings.		Alicia Myrick	06/01/2023
<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>		Teachers submit lesson plans electronically and administration, coaches, and mentors will provide constructive e or positive feedback. The principal completes walk throughs weekly and provides feedback during PLC's or grade level meetings. In addition, principal completes required evaluations and conferences. Administration meets and monitors the discussions to ensure curriculum and instruction is discuss and effective strategies are implemented.	Limited Development 10/14/2016		
<i>How it will look when fully met:</i>		The principal will monitor curriculum and classroom instruction through formal and informal walk through which will be documented and conversations will occur with the teachers to provide feedback immediately after the walk through. The principal will continue to meet with the Instructional Leadership Team to discuss data to determine what support is needed for which teachers and what that support will look like. Principal will attend IEP meetings. If unable to attend an IEP meeting principal will designate the assistant principal. Minutes and agendas will be used as evidence for this objective. The principal will attend and monitor PLC's to drive and support the instructional focus. Observations and feedback will align with the data regarding student performance.		Deborah Brown	06/02/2023
Actions			11 of 14 (79%)		
2/22/17	Create a Walk Through Google Doc. to record patterns in teacher best practices.	Complete 02/20/2017	Elizabeth Jones	01/19/2017	
<i>Notes:</i> Walk Throughs are being added to the google doc. to record patterns in best practices.					
1/12/19	Peer observations will be completed by 12/01/2018	Complete 11/30/2018	Justin Frederes	12/01/2018	
<i>Notes:</i> Peer observations were completed by 12/01/2018 and posted to NCEES. Feedback was shared with peers.					
12/14/18	Completion of NCESS Modules by SIT members by (Due date April 1, 2019) #8164 MTSS Module 1.1: Establish Readiness and Sustainability for School Teams #8234 MTSS Module 1.2: Define Essential Elements of Core Support for School Teams	Complete 03/29/2019	Elizabeth Jones	04/01/2019	

Notes: Lee Ford, Terrell Deloatch, Justin Frederes, Michlelle Black, Margaret Smith, Nikki Galzerano, Maryette Owens, Senate Moshoeshoe have started the modules as of 1/14/19.

A document with all the current staff members who have completed the first two modules is uploaded. All SIT members have completed the modules. The grade level teachers are now taking the modules.

10/14/16	Principal will participate in PLC's and keep documentation of agendas and minutes of meetings.	Complete 06/08/2018	Justin Frederes	06/08/2019
<i>Notes:</i> PLC notebook will be maintained and placed in the PLC meeting place.				
11/5/17	The principal provides timely feedback to all instructional staff for learning walks and NCEES.	Complete 06/07/2019	Lee Ford	06/08/2019
<i>Notes:</i>				
11/5/17	The principal analyzes teachers' strengths and weaknesses in order to provide feedback and or professional development where indicated by data gathered both through assessments and anecdotal evidence	Complete 06/07/2019	Lee Ford	06/08/2019
<i>Notes:</i>				
11/5/17	The school administration will meet with teachers during PLC's at least twice a month per grade level to monitor instructional aliment of curriculum.	Complete 06/08/2018	Lee Ford	06/08/2019
<i>Notes:</i>				
9/20/19	K-3 Staff member will view the 1st module of the Istation training module.	Complete 09/13/2019	Elizabeth Jones	08/13/2019
<i>Notes:</i>				
9/20/19	Create a process for monitoring and providing feedback for teachers on lesson plans.	Complete 09/01/2019	Terrell Deloatch	09/01/2019
<i>Notes:</i> Feedback is added weekly to each teachers lesson plans. Lesson plans are posted in folders located on Google Docs in Google Classroom.				
9/20/19	Perform district-mandated teacher observations according to district schedule	Complete 07/30/2021	Lee Ford	08/01/2021
<i>Notes:</i>				
9/20/19	Literacy Coach/Admin Meetings	Complete 08/27/2021	Elizabeth Jones	08/01/2021
<i>Notes:</i> We meet weekly to discuss curriculum planning, assessments, student achievement data and other current needs of the staff as well as district initiatives.				
9/20/19	Meeting twice/month with NCSTAR team		Margaret Smith	08/01/2023

Notes: Administration, literacy coaches, grade level representative and parent representatives meet once a month to review the plan and update goals. The second monthly meeting is between administration and the school improvement team.

9/20/19 Weekly lesson plans should be completed in accordance to the NCSCOS & Curriculum Mapping Guides. Plans are due in google lesson plan folders every Sunday by 5:00 p.m.

Deborah Brown

08/01/2023

Notes:

11/5/17 The principal will conduct weekly walk throughs, classroom visits and announced and unannounced teachers observations aligned to NCEES.

Deborah Brown

09/20/2023

Notes:

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
<i>Initial Assessment:</i>		We struggle to identify trends. Where trends have been identified, we struggle to allocate time and resources toward effective, relevant professional development. The main issue is not in collecting enough data but in finding time to analyze data, determine what to do next and bring the focus back to student achievement. We utilize our new Instructional coach. We monitor our weekly progress by adding data to a chart in the PLC room. We review the data and track student progress. We use the charts to direct daytime tutors and interventions in their instruction.	Limited Development 10/10/2016		
<i>How it will look when fully met:</i>		Teachers will analyze and discuss strategies based on the current needs shown in the data and plan appropriate intervention/enrichment activities. Time and resources prior to the start of the school year will be used to provide several relevant professional development offerings aligned to school improvement goals and educator needs. Teachers will be able to choose which professional development offerings best support their goals. The sessions will not be concurrent so that participation can be maximized. The instructional Leadership team will "review the research, share and test new practices, and help teachers integrate better practices into their classrooms in a sustainable way. We understand the importance of data analysis and dialogue and will use it in the PLC's. The Instructional Leadership Team will meet weekly to determine next steps. Professional development will be based upon the identified needs in the hard and soft data.		Elizabeth Jones	06/09/2024
Actions			9 of 14 (64%)		
	3/29/18	Abbey Whitford DPI consultant will provide a Professional Development on Cut scores and small group instruction.	Complete 02/27/2018	Elizabeth Jones	02/27/2018
	<i>Notes:</i> Abbey Whitford provided a PD to help teachers understand the importance of small group instruction. She also share with teacher the new cut score for DIBELS.				
	11/5/17	Create and implement a regular schedule for PLC meetings that are data focused.	Complete 05/04/2018	Justin Frederes	06/01/2018
	<i>Notes:</i>				
	11/5/17	The leadership team will meet once a month to view/review the data available to them.	Complete 05/30/2018	Lee Ford	06/08/2018

<i>Notes:</i>				
11/5/17	School performance data which includes all aggregated and dis-aggregated data will be used to help make decisions about school improvement and professional development needs.	Complete 05/31/2018	Lee Ford	06/08/2018
<i>Notes:</i>				
9/20/19	Grade Level Teachers will identify students that are below benchmark on BOY Istation Program.	Complete 10/18/2019	Elizabeth Jones	10/01/2019
<i>Notes:</i>				
9/20/19	K-3 teachers during a PLC will create a spreadsheet that identifies students that are below benchmark with a focus on our subgroups that aren't recognized.	Complete 10/31/2019	Grade Level	10/31/2019
<i>Notes:</i>				
9/20/19	Professional development on implementation of Letterland (K-1 teachers/support staff) will be provided on staff development days and/or through coaching cycles.	Complete 11/01/2019	Tammi Ward	11/01/2019
<i>Notes:</i>				
10/29/21	Letterland training for new staff will be held on October 15, 2021.	Complete 10/15/2021	Tammi Ward	10/15/2021
<i>Notes:</i>				
10/21/22	All staff will complete Vector training as directed by Central Office.	Complete 10/31/2022	Deborah Brown	10/31/2022
<i>Notes:</i>				
11/5/17	Teams will review student data to assess strengths and weaknesses.		Terrell Deloatch	06/08/2023
<i>Notes:</i>				
11/5/17	Staff will implement revised instructional strategies and re assess students.		Lee Ford	06/08/2023
<i>Notes:</i>				
10/11/16	The Instructional Leadership Team will meet bi monthly to analyze data to determine next steps with classroom teachers.		Lee Ford	06/15/2023
<i>Notes:</i> PLC minutes will be kept for each grade level and a hard copy placed in PLC notebook.				
9/20/19	Grades K-5 will homogeneously group students across the grade level for guided reading.		Lee Ford	08/01/2023
<i>Notes:</i>				
10/21/22	prek-5th Grade ELA teachers will complete the LETRS professional training.		Elizabeth Jones	08/01/2024

Notes: Certificates of completion for each unit will be placed in folders in PLC room.

Core Function:		Dimension C - Professional Capacity			
Effective Practice:		Talent recruitment and retention			
	C3.01	The principal celebrates individual, team, and school successes, especially related to student learning outcomes.(5165)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Riverview has a new principal. The assistant principal will be introduced to the school family after the board approval on October 24, 2022.	Limited Development 02/22/2021		
<i>How it will look when fully met:</i>		The principal celebrates individual, team, and school successes, especially related to student learning outcomes. Staff are recognized for individualized and group efforts.		Tonya Chlomoudis	06/09/2023
Actions			4 of 6 (67%)		
10/21/22		Attendance Matters Spirit Week! September 19-23. <i>Notes:</i> Flyer will be uploaded into folder.	Complete 09/23/2022	Whitney Ballard	09/23/2022
10/20/22		Kwame Molden will present each staff member a watch. <i>Notes:</i> Thank you Kwame Molden, North Carolina A & T Alumnus and CEO of SPGBK watcher for donating \$5000 worth of watches to our amazing RES staff members. Our District Theme is New Thinking for New Times and all staff members were blessed with a New Timepiece!	Complete 10/14/2022	Deborah Brown	10/14/2022
10/20/22		Bus drivers will be honored for all their hard work and dedication on 10/21/2022 with breakfast and a treat. <i>Notes:</i> Mr. Dennis will greet the bus drivers and give them a bag of breakfast and treats.	Complete 10/21/2022	Craig Dennis	10/21/2022
10/21/22		Red Ribbon Week <i>Notes:</i> Flyer will be uploaded into folder.	Complete 10/28/2022	Monique Glover-Carey	10/28/2022
10/20/22		Staff will meet every Friday to take a staff photo. <i>Notes:</i> Photos will be added to Facebook.		Deborah Brown	06/09/2023
10/20/22		Staff will be rewarded Friday for their hard work with a treat and or other types of recognition. <i>Notes:</i>		Deborah Brown	06/09/2023

	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>			Riverview will partner with university departments of education to vet their best graduates for our educator pool. Riverview Elementary School will be the building in which teachers will be vying to teach because of the teacher support and appreciation. Teachers will be recognized for pedagogical excellence, utilization of unusual methods towards student achievement and for classroom motivation and environment.	Limited Development 10/10/2016		
<i>How it will look when fully met:</i>			All staff will believe and support the mission and vision of the school. All positions will be filled when school starts and the turnover rate will be less than 10%. Teachers will complete the Teacher Working Conditions Survey. The results will be analyzed by district and school level administration to determine strengths and weaknesses and develop a plan of action. The staff involved in implementing the evaluation process will include individuals with significant, recent experience in the classroom as evaporators. Everyone will undergo training in the use of the assessment instruments including the use of classroom observations, walkthroughs, and all other methods utilized. In addition, evaluations should be conducted frequently, using multiple measures, in order to gain an extensive and accurate picture of a teacher's effectiveness. Those responsible for conducting the evaluation should furnish prompt formative feedback.		Deborah Brown	06/02/2023
Actions				2 of 6 (33%)		
	2/22/17		Monthly " 2016 Riverview Teacher of the Year" recognition/celebration	Complete 06/09/2017	Margaret Smith	06/09/2017
			<i>Notes:</i> September bulletin board Teacher of the Year created. Treat basket Photo of the week Coffee cup with candy			
	11/5/17		Develop a walkthrough instrument to measure implementation of PD initiatives.	Complete 10/02/2017	Elizabeth Jones, Justin Frederes, Corese Bowser	10/31/2017
			<i>Notes:</i> This task has been completed. The form will the C3.04 documentation folder. At the completion of the 2017- 2018 school year the completed document with data will be added to the C3.04 folder.			
	10/29/21		Fill current vacancies with a highly qualified teachers.		Deborah Brown	06/01/2023
			<i>Notes:</i> Ms. Brown looks at teacher match every few days. We currently have a music teacher, exceptional teachers and a custodian vacancy.			

11/5/17	Staff members will assist with the interview process to help identify new staff that will align with Riverview's student needs.		Deborah Brown	06/08/2023
<i>Notes:</i>				
2/22/17	Participation in teacher and staff events. Cafeteria Worker Week Administrative Assistant Appreciaton National Counseling Week Bus Drive Appreciation Week Principal Day Teacher Appreciation Week		Craig Dennis	06/15/2023
<i>Notes:</i>				
10/18/16	Staff will be a part of the interview team and assist in selecting the best candidate for positions. Candidates must demonstrate their ability to support the vision and mission of the school through a demo lesson and work samples. Data will be utilized as a reference to assist with selecting a candidate.		Elizabeth Jones	06/15/2023
<i>Notes:</i>				

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>		Parent involvement is an area of concern for our school. At our parent informational nights (PTSO, Reading Night, Math Night, etc.) attendance is less than 50%. Tuesday Folders often are returned unsigned. Parent contact information changes frequently, making it difficult to communicate effectively. AlertNow messages are sent regarding pertinent information about school activities and upcoming events. The majority of the grades have a learning contract where parents understand the vision of the school. Progress report procedures are not consistent between grade levels.	Limited Development 10/03/2016		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
<i>How it will look when fully met:</i>		60% of parents will regularly communicate with Riverview Elementary School. Evidence, will consist of parent contact logs, progress report/report card sign-in sheets, and PTSO sign in sheets. Students' achievement will increase on assessments (i.e. EOG, Benchmarks, Reading 3D, Common Assessments). Parents will be more involved with the school through increased communication and progress reports. Small improvements will be celebrated as we move forward. Incentives will be awarded upon achievement of goals.		Monique Glover-Carey	08/02/2024
Actions			34 of 36 (94%)		
	10/11/16	Parent/student calendar of events will be sent home monthly.	Complete 11/01/2016	Teachers	11/01/2016
		<i>Notes:</i> October calendar uploaded 11/01/2016 November calendar uploaded 11/21/2016			
	10/12/16	Fall into Reading night on November 15, 2016.	Complete 11/15/2016	Chenita Lee	11/15/2016
		<i>Notes:</i> Program will be uploaded as documentation.			
	10/12/16	History of the First Thanksgiving.	Complete 11/15/2016	Craig Dennis	11/15/2016
		<i>Notes:</i> C. Dennis will have students in grades K-2 present the history of Thanksgiving.			
	10/12/16	Lights, Camera, holiday! K-2 will present a program for parents and community.	Complete 12/14/2016	T. Mitchell	12/14/2016
		<i>Notes:</i> December PTSO program			
	2/16/17	Students Science/Math Projects presentations at PTSO Meeting.	Complete 01/31/2017	Teachers/Students	02/16/2017

	<i>Notes:</i> Pictures and Sign In sheet will be uploaded as documentation			
2/16/17	Parent involvement survey will be created.	Complete 02/16/2017	R. Cooper	02/24/2017
	<i>Notes:</i> Parent Survey will be uploaded.			
2/22/17	Review and finalize survey with School Improvement Team. The survey will be voted on for dissemination at the March 6 meeting.	Complete 02/27/2017	SIT	02/27/2017
	<i>Notes:</i> The Parent/Community Team created the survey. The survey will be administered through google form. Teachers made a few suggestions. Document was updated. Teachers voted and approved document to be shared with parents			
2/16/17	Parental Involvement in Duke Science Night.	Complete 04/11/2017	R. Cooper	04/14/2017
	<i>Notes:</i> Pictures and Sign In sheet will be uploaded as documentation.			
3/27/18	Thanksgiving Feast for parents.	Complete 11/22/2017	Justin Frederes	11/22/2017
	<i>Notes:</i>			
3/29/18	Parents and students will be invited to a Reading night. Community sponsors will support Riverview.	Complete 03/15/2018	Justin Frederes	03/30/2018
	<i>Notes:</i> Riverview will hold a Title 1 community reading night. The community will sponsor this event.			
2/16/17	Evidence of teacher accountability to communicate in a variety of ways with parents.	Complete 06/08/2018	Elizabeth Jones	06/15/2018
	<i>Notes:</i> Parent Contact Logs, Progress Reports/Parent Conference Sign In sheets, Report Card Pick-up Sign In Sheets will be turned in to administrator(s) as documentation.			
12/4/20	Drive by open house. Staff will meet outside with parents and students. Schedules will be shared at this time.	Complete 08/27/2020	Lee Ford	08/27/2020
	<i>Notes:</i> Great attendance from parents. Teachers were excited to meet students.			
12/4/20	IStation drive by where staff dressed up in costumes and gave prizes to students completing goals.	Complete 10/30/2020	Elizabeth Jones	10/30/2020
	<i>Notes:</i>			
12/4/20	Drive by for honor roll and principals list.	Complete 11/05/2020	Terrell Deloatch	11/05/2020
	<i>Notes:</i> Well attended.			
12/4/20	IStation Drawing held for each grade level. Students need to sign in and completed 20-30 minutes of IStation activities at least 3 days a week to be included in the drawing.	Complete 11/20/2020	Elizabeth Jones	11/20/2020
	<i>Notes:</i> Students were given \$20 gift cards!			

12/4/20	Istation Drawing held for each grade level. Students need to sign in and completed 20-30 minutes of IStation activities at least 3 days a week to be included in the drawing.	Complete 12/17/2020	Elizabeth Jones	12/17/2020
	<i>Notes:</i> Two televisions will be awarded to two students.			
2/23/21	Create a re-entry video for students to enter school safely.	Complete 02/17/2021	Lee Ford	02/12/2021
	<i>Notes:</i> Video was created by Gregory Cox and staff.			
11/6/18	Teachers will make contact with each student to meet and welcome them into the school Meet face-to-face or virtually with each family at the beginning of the school year	Complete 12/21/2020	Lee Ford	06/08/2021
	<i>Notes:</i> A sign in document will be used to show parents and guardians attending the back to school kick off.			
9/20/19	Parent Teacher Conferences/Progress Reports	Complete 12/01/2020	Lee Ford	08/01/2021
	<i>Notes:</i> Staff meets as needed with parents. Progress reports are completed every four weeks. Teachers communicate information via zoom, google classroom, telephone, conference outside the building one-one, class dojo, email.			
10/29/21	Carolyn Stephenson from Cultivator will distribute books to all Riverview students on September 13, 2021.	Complete 09/13/2021	Alicia Myrick	09/13/2021
	<i>Notes:</i> Display will be set up at the back door of the school near the cafeteria.			
10/29/21	Chowan University and Riverview's third graders will participate in a morning of math challenges and games.	Complete 10/22/2021	Alicia Myrick	10/22/2021
	<i>Notes:</i>			
10/29/21	Mr. Mitchell will create a school song with the help of Riverview students.	Complete 10/28/2021	Tony Mitchell	12/01/2021
	<i>Notes:</i>			
10/29/21	mCLASS Home connect reports will be sent home at the Beginning of the Year, the Middle of the Year, and at the End of the Year to all Kindergarten-3rd grade students.	Complete 06/01/2022	Elizabeth Jones	06/01/2022
	<i>Notes:</i> Mrs. Jones will print the reports for each classroom teacher. Teachers are responsible for sending reports home with each student.			
10/29/21	Progress reports will be sent home every three weeks.	Complete 06/01/2022	Lee Ford	06/01/2022
	<i>Notes:</i>			
10/29/21	Teachers are to make parental contact at least once a month to discuss academics, behavior, attendance, and good news.	Complete 06/01/2022	Angela Lee-Easter	06/01/2022
	<i>Notes:</i> A parent contact log will be maintained as evidence for this task or action.			

10/21/22	Progress Report Day! Flyers reminding parents of the progress reports will be created and sent home. Ms. Brown will make all call reminding parents of the progress report pickup.	Complete 09/20/2022	Whitney Ballard	09/20/2022
	<i>Notes:</i> Flyer will be uploaded into folder.			
10/21/22	Title 1 Information Night.	Complete 09/29/2022	Elizabeth Jones	09/29/2022
	<i>Notes:</i> Parents will be invited to attend Title 1 Night. Supper will be provided Parents will learn about Title 1, meet with teachers, receive free books, and sign the Parent/Student contract.			
10/21/22	Donuts for Dudes at RES!	Complete 10/13/2022	Monique Glover-Carey	10/13/2022
	<i>Notes:</i> Ms. Carey will invite all dad, grandfathers, uncles, etc. to visit RES and have donuts with their son/daughter. See folder for flyer.			
10/20/22	Hispanic Heritage Night with our students, staff and families. Each grade will share the culture of Spanish speaking counties by displays, dances, foods, and artifacts.	Complete 10/13/2022	Lilibeth Neibles	10/13/2022
	<i>Notes:</i>			
10/20/22	Fun Friday in Pink Day! Wear pink today for Breast Cancer Awareness.	Complete 10/14/2022	Monique Glover-Carey	10/14/2022
	<i>Notes:</i> Staff and students wear pink. Teachers will meet after school and take a staff photo.			
10/20/22	Unity Day at Riverview! Everyone wears orange this day.	Complete 10/19/2022	Elizabeth Jones	10/19/2022
	<i>Notes:</i> Ms. Jones will take photos and share with Ms. Brown. She will post photos on Facebook.			
10/20/22	Fall Book Fair 2022! Book Fair will be held October 24-28th.	Complete 10/28/2022	Kimberly Winborne	10/28/2022
	<i>Notes:</i>			
10/20/22	Red Ribbon week at RES. October 24-28th. Riverview invites all students, staff, and parents to participate and celebrate being drug free.	Complete 10/28/2022	Monique Glover-Carey	10/28/2022
	<i>Notes:</i> Monday: Crazy hat and eye glass day Tuesday: Western Attire Day Wednesday: Neon shirt day Thursday: Super Hero Day Friday: Red Day			
9/21/22	Grandparents Day	Complete 09/09/2022	Monique Glover-Carey	11/01/2022
	<i>Notes:</i>			

10/29/21	Staff will allow Chowan students to visit their classrooms to complete their field work and student teaching assignments.		Elizabeth Jones	06/01/2023
	<i>Notes:</i> A log of Chowan students visiting Riverview classrooms will be maintained in the main office of the school. Chowan students will sign in and out of the log.			
10/20/22	Students will have the opportunity to Trunk or Treat with the staff on October 27,2022.		Monique Glover-Carey	10/27/2023
	<i>Notes:</i> Mark your calendars! join us here at Riverview Elementary School on October 27, 2022 for our Free Trunk or Treat! We are asking for all students to bring in one bag of candy to your child's teacher. We will be giving out books, candy, prizes, and more!! This is an event your don't want to miss!			
Implementation:		02/23/2021		
Evidence	3/30/2018 Newspaper article			
Experience	3/30/2018 Children and Adults had a great time with reading night. The community was involved as well as Chowan University.			
Sustainability	3/30/2018 We will have Reading night once a year.			