



**Trinity Elementary School  
School Improvement Plan  
2022-2023**

## Comprehensive Progress Report

**Mission:** **Mission Statement:** To Engage, Strive, Think, Explore, and Succeed through Teamwork, Encouragement, & Spirit with students, families, and staff!

**At Trinity Elementary School we**

**Vision:** Think  
Explore  
Succeed!

**Goals:**

Collaborate and analyze all student data to drive instructional planning and identify students needing tiered support increasing the overall percentage in the area of three-tiered instruction and intervention model from 38% to 50% by the end of the 2023-2024 school year. Indicators: A2.05, A3.06, A4.01, A4.06, B3.03

By June 2024, we will increase overall reading proficiency by 7% as we promote college and career ready goals. The Comprehensive Plan identifies new instructional practices in reading across K-5 that will support this growth. Indicators: A2.05, A3.06, A4.01, A4.06, B3.03

By June 2023, the percent of families engaging in opportunities for communication and engagement will increase by 10% in order to connect and interact with the school. Title 1 event surveys, Title 1 attendance sheets, and parent conference attendance. Indicators: E1.06, E2.01, E2.04, E2.02



! = Past Due Objectives      KEY = Key Indicator

<b>Core Function:</b>		<b>Dimension A - Instructional Excellence and Alignment</b>				
<b>Effective Practice:</b>		<b>High expectations for all staff and students</b>				
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	
<i>Initial Assessment:</i>		-Olweus & Second Step (character building) -Guidance lessons to target individual classroom needs/climate -Rewards for 5th Grade students: safety patrol, news show, flag bearer -Class Dojo (some faculty) -STAR3 student (district recognition) -CARE & DARE (programs supported by Randolph County Sheriff's Dept.) -Whole School Rules: hallway procedures, playground, cafeteria -Quarterly Awards: Caught Being Good, WORM, BRAIN, Character Counts!, BEP awards -Student	Limited Development 09/12/2017			

	“Bulldog” of the Month -Brag tags, individual classroom awards, prize box etc.			
	Priority Score: 2	Opportunity Score: 3	Index Score: 6	
<b>How it will look when fully met:</b>	When fully implemented all classrooms will incorporate Olweus lessons into their weekly plans. The guidance counselor will support the same themes in their weekly lessons and demonstrate vertical plans. 5th Grade students will continue to be recognized through extra responsibilities and student council. The school will implement whole school recognition for academics, good behavior and exemplary citizenship. All classroom teachers will maintain Olweus logs (to be collected at the end of the year).	<b>Objective Met 10/03/22</b>	<b>Paul Masterson</b>	<b>06/08/2022</b>
<b>Actions</b>				
10/23/18	School-wide recognition assemblies will occur quarterly to recognize students for good character.	Complete 06/07/2019	Ginger Crites	06/07/2019
<i>Notes:</i>				
10/23/18	School-wide quarterly recognition assemblies will include academic awards (BRAIN, WORM, 3rd - 5th grade Honor Roll)	Complete 06/07/2019	Ginger Crites	06/07/2019
<i>Notes:</i>				
9/4/18	Guidance Counselor will create a Google log to track weekly Olweus lessons. Teachers will turn in the log at the end of the school year.	Complete 06/03/2021	Paul Masterson	06/05/2021
<i>Notes:</i> Some teachers used google tracker to log lessons during the 2020-2021 school year. Tracking document will be used again during the 2021-2022				
10/23/18	Guidance plans will support themes addressed in classroom Olweus (or Second Step) lessons.	Complete 06/03/2021	Paul Masterson	06/05/2021
<i>Notes:</i> Masterson will adapt lessons as needed to address specific classroom needs. Teachers will work closely Masterson to alert him of needs.				
10/27/17	Olweus lessons will be taught weekly by the classroom teacher.	Complete 09/14/2022	Classroom Teachers	06/08/2022
<i>Notes:</i> Reviewed in January 2019 Lessons will continue weekly (see lesson plans).  Reviewed in September 2019 Lessons will continue weekly.				

<b>Implementation:</b>		10/03/2022		
<b>Evidence</b>	<p>9/14/2022</p> <p>Counselor will save a document that tracks and records weekly lessons from each classroom teacher. This can be used as evidence.</p> <p>Awards, safety patrol students, and student council representatives will be documented. Awards and recognition assemblies will continue quarterly for all students in K-5.</p>			
<b>Experience</b>	<p>9/14/2022</p> <p>All classroom teachers have used Second Step or Olweus for SEL instruction throughout the year. The guidance counselor will support the same themes in their weekly lessons and demonstrate vertical plans. 5th Grade students will be recognized through extra responsibilities and student council. The school recognizes students for academics, good behavior and exemplary citizenship.</p> <p>When fully implemented all classrooms will incorporate Olweus lessons into their weekly plans. The guidance counselor will support the same themes in their weekly lessons and demonstrate vertical plans. 5th Grade students will continue to be recognized through extra responsibilities and student council. The school will implement whole school recognition for academics, good behavior and exemplary citizenship.</p>			
<b>Sustainability</b>	<p>9/14/2022</p> <p>Guidance counselor will need to train new staff on the SEL curriculum resources.</p> <p>Awards, safety patrol students, and student council representatives will be documented.</p>			

<b>Core Function:</b>		<b>Dimension A - Instructional Excellence and Alignment</b>			
<b>Effective Practice:</b>		<b>Curriculum and instructional alignment</b>			
<b>KEY</b>	<b>A2.04</b>	<b>Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<b>Initial Assessment:</b>		<p>Grade levels work well in PLCS to work together and align lessons/assessments with standards. Post-tests are given but we will need to work towards giving more pre-tests to drive instruction.</p> <p>During the 2018-2019 school year, we will increase student engagement with their student data notebook.</p>	Limited Development 04/24/2017		

<b>How it will look when fully met:</b>	<p>Every grade level team would assess each new unit (across subject areas) pre-teaching and post-teaching to show growth and determine instructional needs. Data would be collected, discussed and reviewed to drive instruction and move students.</p> <p>2022 -2023 school year, grade level teams will use the backwards planning and assessment model when planning instruction.</p>		<b>Kirsty Hughes</b>	<b>06/14/2023</b>
<b>Actions</b>		<b>6 of 14 (43%)</b>		
9/12/17	Grade level Professional Learning Communities will meet weekly with lead teacher.	Complete 09/06/2018	Kirsty Hughes	09/15/2018
<i>Notes:</i>				
9/9/18	Teachers will participate in curriculum update training sessions with lead teacher.	Complete 05/14/2019	Kirsty Hughes	05/14/2019
<i>Notes:</i>				
9/9/18	Students will track their own progress through the use of a student data notebook.	Complete 06/07/2019	All Certified staff	06/07/2019
<i>Notes:</i>				
9/9/18	Grade level Professional Learning Teams will create quarterly units of instruction aligned to the updated curriculum standards.	Complete 06/07/2019	Kirsty Hughes	06/08/2019
<i>Notes:</i>				
9/9/18	Teachers will utilize BOY and EOY student data to plan instruction.	Complete 06/14/2019	All Teachers	06/14/2019
<i>Notes:</i> Weekly as needed based on topic being taught.				
9/9/18	Grade level Professional Learning Teams will meet weekly as vertical Professional Learning Teams in order to develop aligned units of instruction.	Complete 06/14/2019	Ginger Crites	06/14/2019
<i>Notes:</i>				
8/15/22	Title 1 funding will be utilized to fund a Curriculum Support Instructor.		Ginger Crites	11/30/2022
<i>Notes:</i> Title 1 Funding has been utilized to fund this position since the 2010-2011 school year.				
9/16/19	The Kindergarten team will review, discuss, and determine next steps with Math CFA data.		Cynthia Brock	06/05/2023
<i>Notes:</i>				
9/16/19	The First Grade team will review, discuss, and determine next steps with Math CFA data.		Angie Hunt	06/05/2023

		<i>Notes:</i>			
9/16/19	The Second Grade team will review, discuss, and determine next steps with Math CFA data.			Karen Rice	06/05/2023
		<i>Notes:</i>			
9/16/19	The Third Grade team will review, discuss, and determine next steps with Math CFA data.			Lori Sechrest	06/05/2023
		<i>Notes:</i>			
9/16/19	The Fourth Grade team will review, discuss, and determine next steps with Math CFA data.			Christine Moss	06/05/2023
		<i>Notes:</i>			
9/16/19	The Fifth Grade team will review, discuss, and determine next steps with Math CFA data.			Gina Hicks	06/05/2023
		<i>Notes:</i>			
9/14/22	Homeroom teachers and select certified support staff will participate LETRS training in order to gain a better understanding of the science of reading.			Ginger Crites	05/20/2024
		<i>Notes:</i> Units 1-4 completed in 2022-2023 Units 5-8 completed in 2023-2024			
	<b>A2.05</b>	<b>ALL teachers develop weekly lesson plans based on aligned units of instruction.(5095)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<i>Initial Assessment:</i>		All certified teachers maintain weekly lesson plans in the school Google Drive. Teachers should have all learning targets updated and posted weekly.  2020-2021: All certified teachers maintain weekly lessons in Canvas. Teachers should have all learning targets updated and posted weekly.	Limited Development 09/10/2018		
<i>How it will look when fully met:</i>		ALL certified teachers will maintain rigorous detailed weekly lesson plans in the Google drive. ALL teachers will have learning targets posted in their rooms. Weekly planning will occur every Tuesday and allow staff to collaborate across teams and with support staff.  2020-2021: ALL certified teachers will maintain a regularly updated Canvas classroom. ALL teachers will have learning targets posted in their rooms. Weekly planning will occur within grade level teams.		Kirsty Hughes	06/09/2023

<b>Actions</b>		<b>9 of 11 (82%)</b>		
10/23/18	Quarterly PLT led "Just in Time" professional development will allow certified staff to plan with the new NC standards as weekly lesson plans are created.	Complete 04/10/2019	Kirsty Hughes	04/10/2019
<i>Notes:</i>				
9/16/19	All First Grade teachers will maintain weekly plans in individual Canvas classrooms. Plans will include the 5-Es.	Complete 06/02/2021	Kirsty Hughes	06/05/2021
<i>Notes:</i>				
9/16/19	All Second Grade teachers will maintain weekly plans in individual Canvas classrooms. Plans will include the 5-Es.	Complete 06/02/2021	Kirsty Hughes	06/05/2021
<i>Notes:</i>				
9/16/19	All BEP teachers will maintain weekly plans in individual Canvas classrooms. Plans will include the 5-Es.	Complete 06/02/2021	Kirsty Hughes	06/05/2021
<i>Notes:</i>				
9/16/19	All Third Grade teachers will maintain weekly plans in individual Canvas classrooms. Plans will include the 5-Es.	Complete 06/02/2021	Kirsty Hughes	06/05/2021
<i>Notes:</i>				
9/16/19	All Fourth Grade teachers will maintain weekly plans in individual Canvas classrooms. Plans will include the 5-Es.	Complete 06/02/2021	Kirsty Hughes	06/05/2021
<i>Notes:</i>				
9/16/19	All Fifth Grade teachers will maintain weekly plans in individual Canvas classrooms. Plans will include the 5-Es.	Complete 06/02/2021	Kirsty Hughes	06/05/2021
<i>Notes:</i>				
9/16/19	All certified support teachers will maintain weekly plans in individual Canvas classrooms. Plans will include the 5-Es.	Complete 06/02/2021	Kirsty Hughes	06/05/2021
<i>Notes:</i>				
9/10/18	All Kindergarten teachers will maintain weekly plans in individual Canvas classrooms. Plans will include the 5-Es.	Complete 06/02/2021	Kirsty Hughes	06/09/2021
<i>Notes:</i>				
8/15/22	Grade level teachers will participate in full planning sessions funded with Title I funds to review assessment data, unpack standards, and plan instruction.		Ginger Crites	11/30/2022
<i>Notes:</i> Quarterly planning dates will occur at the end of 1st quarter, 2nd quarter, and 3rd quarter. Funds will be allocated for these planning sessions by 11/30/2022.				

9/10/18	Administration and Lead Teacher will regularly review lesson plans (in Canvas) and provide feedback.		Ginger Crites	06/09/2023
<i>Notes:</i>				

<b>Core Function:</b>		<b>Dimension A - Instructional Excellence and Alignment</b>			
<b>Effective Practice:</b>		<b>Data analysis and instructional planning</b>			
	<b>A3.06</b>	<b>ALL teachers maintain and utilize a record of each student's mastery of specific learning objectives.(5115)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<b>Initial Assessment:</b>		<p>Data capture logs record Tier 2 students, student data notebooks (vary across grade levels), NC Check-Ins and Schoolnet data helps track student progress, interims and report cards, PowerSchool grade book (Grades 3-5), MTSS paperwork, mCLASS information and progress monitoring graphs.</p> <p>2020-2021: Tier 2 and Tier 3 students are tracked in a shared MTSS Google drive: Data Mapping template. Student data notebooks (vary across grade levels), NC Check-Ins and Schoolnet data helps track student progress, interims and report cards, PowerSchool grade book (Grades 3-5), MTSS paperwork, iStation data, and progress monitoring graphs.</p> <p>2021-2022: With the ongoing COVID-19 Pandemic occurring, grade levels will develop an alternate way of sharing student data notebooks with parents. This will look different in each grade level.</p> <p>2022-2023 Data Notebooks will be explained to parents at our APM Title 1 meeting. Students will share data notebooks with parents in-person at the end of each semester.</p>	Limited Development 09/10/2018		
<b>How it will look when fully met:</b>		All students will maintain an individual data notebook and be able to explain the contents. Every student will be able to set themselves a learning goal. Data notebooks will be shared 1-1 in student led conferences between child and adult. All 3-5 teachers will regularly update their PowerSchool grade book. Grades will directly reflect individual student mastery. K-2 teacher will maintain paper grade books and interim progress reports. iStation data will be utilized to inform parents of reading progress through monitoring graphs and Student Summaries. Kindergarten teachers will track progress in the		Kirsty Hughes	06/09/2023



	first 60-days using the ELI platform. 3-5 teachers will use NC Check-Ins data to track mastery of specific standards in ELA, Math, and Science.			
<b>Actions</b>		<b>4 of 6 (67%)</b>		
9/10/18	Students in Grades 3-5 will take the NC Check-Ins Math to track mastery in specific standards.	Complete 03/28/2019	Kirsty Hughes	04/01/2019
	<i>Notes:</i>			
9/10/18	Students in Grades 4-5 will take the NC Check-Ins ELA to track mastery in specific standards.	Complete 03/28/2019	Kirsty Hughes	04/01/2019
	<i>Notes:</i>			
9/10/18	Teachers in Grades K-3 will pilot the NC ENSI math assessments and track student math progress	Complete 06/07/2019	Kirsty Hughes	05/23/2019
	<i>Notes:</i>			
9/10/18	3-5 teachers maintain updated grade books in PowerSchool.	Complete 05/29/2019	Kirsty Hughes	06/09/2020
	<i>Notes:</i>			
9/14/22	Classroom teachers will share and explain the Student Data Notebook process for their grade level.		Kirsty Hughes	10/30/2022
	<i>Notes:</i>			
9/16/19	All grade levels will host two student led conferences to highlight student growth.		Kirsty Hughes	06/09/2023
	<i>Notes:</i> Student led conferences will be held at the end of each semester.			

<b>Core Function:</b>	<b>Dimension A - Instructional Excellence and Alignment</b>			
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<b>Effective Practice:</b>	<b>Student support services</b>			
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KEY	A4.01	The school implements a tiered instructional system that allows teachers to deliver evidence-based instruction aligned with the individual needs of students across all tiers.(5117)	Implementation Status	Assigned To	Target Date
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<b>Initial Assessment:</b>	<p>Teachers plan differentiated instruction for all lessons. They are also involved in MTSS to track data and set targeted interventions.</p> <p>During the 2017-2018 school year a chart was created that show how many students are at each Tier throughout the K-5 classrooms.</p>	Limited Development 04/24/2017		
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	MTSS is a district wide focus for the 2019-2020 academic year. All staff will be involved in specific training and work closely with Masterson on strategies.			
<b>How it will look when fully met:</b>	<p>By the end of the end of the 2017-2018 school year, TES will create and implement tiered structured support for classroom teachers.</p> <p>As of April 2018, Trinity Elementary continues to make progress towards a more structured MTSS system across the school. As part of a district MTSS pilot this year we have made big strides towards a more consistent program, but still have much to work on.</p> <p>As of June 2019, Trinity Elementary continues to make progress towards a more structured MTSS system across the school. As part of a district MTSS pilot this year we have shown tremendous growth.</p> <p><b>2020-2021:</b> The school will have a Tier-3 MTSS team, with the goal of moving students through the process more smoothly. The team is comprised of certified staff and will begin to meet October 2020. The team will be exploring the matrix.</p>		<b>Paul Masterson</b>	<b>06/14/2023</b>
<b>Actions</b>		<b>9 of 11 (82%)</b>		
10/24/17	Increase Parent Communication regarding all Tiers of the MTSS process.	Complete 05/31/2018	Paul Masterson	05/31/2018
	<i>Notes:</i> mCLASS Home Connect letters Read to Achieve K-3 Parent Notification 3/4 Transition Monthly progress letters Tier 2 home letter about interventions in place			
5/23/17	Tier 3: MTSS Problem-Solving (pilot program) Team meetings providing Tier 3 support.	Complete 06/08/2018	Paul Masterson	06/08/2018
	<i>Notes:</i>			
9/16/19	Create a K-5 Google tracking document for individual classrooms.	Complete 06/05/2020	Paul Masterson	06/05/2020
	<i>Notes:</i>			
9/4/18	Create and maintain an electronic/paper binder of evidence based intervention strategies to have ready for teachers to use during MTSS meetings.	Complete 09/15/2020	Paul Masterson	01/17/2021
	<i>Notes:</i>			
9/16/19	Create calendar, agenda, and minutes for Tier 3 MTSS meetings.	Complete 04/28/2021	Paul Masterson	06/05/2021
	<i>Notes:</i>			

9/15/20	The school will create a Tier-3 Leadership team to meet and discuss specific students.	Complete 10/21/2020	Judi Cagle	06/05/2021
<i>Notes:</i> The team is comprised of volunteers from across the (certified) staff.				
8/15/22	A class size reduction teacher will be hired to eliminate combination classes.	Complete 08/29/2022	Ginger Crites	09/30/2022
<i>Notes:</i>				
8/15/22	Title 1 funding will be used to purchase Raz-Kids PLUS licenses to help track data for ESL students. Progress is used by the classroom and ESL teacher to track data for MTSS.		Ginger Crites	11/30/2022
<i>Notes:</i>				
8/15/22	Title 1 will fund a certified interventionist to provide instruction to students needing extra support in core curriculum standards. This position will modify instructional plans and utilize school based resources to meet the needs of students. Our vision is for this person to work with students within all tiers of instruction as both individuals and small groups.	Complete 08/29/2022	Ginger Crites	11/30/2022
<i>Notes:</i>				
5/23/17	Tier 1: Data will be analyzed during PLC meetings on identified students.		Kirsty Hughes	01/17/2023
<i>Notes:</i> Guided Reading Math Stations Fluency groups Individualized word sorts Reading Progress Monitoring CFAs NC Check Ins HMH Diagnostic				
5/23/17	Discussion of Tier 2 and Tier 3 student interventions and progress will occur in PLCs. MTSS Problem Solving Team will make decisions on movement of students between tiers.	Complete 09/14/2022	Paul Masterson	01/17/2023
<i>Notes:</i> Remediation time in the schedule Education Galaxy (Lift Off!) meets individual needs Reading Specialist Fluency Groups Accuracy Groups Comprehension Groups				

MTSS Problem Solving Team discusses Tier 2 and 3 students. Students have been moved between Tiers as needed based on data. This practice began during the 2021-2022 school year.

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
<b>Initial Assessment:</b>		<p>Our teachers are currently implementing Olweus and Second Step lessons. Students receive CARE and DARE programming as well, and see our guidance counselor for lessons on a regular basis.</p> <p>As of the 2018-2019 school year, classroom teachers are teaching Olweus and Second Step Lesson weekly.</p> <p>The Guidance schedule this year allows for more small group instruction and targeted groups for individual students. To adapt to the specific needs of the 2020-2021 year, the counselor has incorporated more SEL lessons in weekly BEP times.</p>	Limited Development 04/24/2017		
<b>How it will look when fully met:</b>		<p>Teachers incorporate Olweus lessons in every classroom weekly to address social and emotional needs within the classroom community and in response to school surveys. The guidance counselor meets the needs of the community through lessons and outreach projects.</p> <p>The counselor meets with small groups of students in targeted groups and with individuals who need extra support.</p>		Paul Masterson	06/09/2023
<b>Actions</b>			<b>5 of 7 (71%)</b>		
	9/5/18	Students referred to the school nurse for needs.	Complete 08/27/2018	Shannon Heiney	08/27/2018
	<i>Notes:</i> Students referred daily if needed.				
	9/5/18	Classroom teachers utilize a variety of strategies for managing behavior within their own classroom. Behavior plan for classrooms are developed at the beginning of the school year.	Complete 09/04/2018	Ginger Crites	09/15/2018
	<i>Notes:</i>				
	9/5/18	Guidance schedules individual and group meetings per student needs throughout the school year.	Complete 09/04/2018	Paul Masterson	09/15/2018

*Notes:* Guidance Counselor meets with individuals or groups as needed.

9/5/18 Communities In Schools (CIS) volunteers are partnered with students for various needs including academic tutors, lunch buddies, and other areas as needed.

Complete 06/06/2019

Paul Masterson

06/09/2020

*Notes:* Monitored monthly by guidance counselor.

11/2/20 The Guidance Counselor's schedule for 2020-2021 allows for targeted small group meets with specific students identified as needing more support.

Complete 06/02/2021

Paul Masterson

06/02/2021

*Notes:*

9/12/17 MTSS strategies are developed for individual students in regards to behavior as needed.

Paul Masterson

06/09/2023

*Notes:*

9/5/18 Families who seek Christmas assistance through the school are referred to proper agencies for assistance. This year we will meet the needs of more students.

Paul Masterson

12/01/2023

*Notes:* Christmas assistance will continue. We discussed starting earlier, reaching out to more families and sponsors.

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:*

2018: TRANSITION PROGRAMS • Kindergarten registration • Pre-K visits • Staggered entry in Kindergarten • Braxton Craven band perform for 5th Grade • Braxton Craven visit for rising 6th Grade • Title 1 Transition night allow students and parents learn about the next grade level • Braxton Craven Principal meets rising-6th grade students in their classrooms • Schoolwide tours w/Data Manager • 5th Grade blocking • FSC transition to Archdale Trinity Middle School • Bi-monthly vertical planning opportunities • Open House & Meet the Teachers • Title 1 Parent Involvement Nights (x 4 yearly) • Student Data Notebooks: encourage long-term goals (CCR)

2020-2021: The current 5th Grade students will be moving to the new Trinity Middle School for their 6th Grade year. The Counselor will be working closely with the TMS Admin team and band director to coordinate the same transition experiences, but with an adaptive route for our students during this school year.

Limited Development  
09/12/2017

<b>How it will look when fully met:</b>	When fully implemented transition programs will be evident in all master calendar months; students will be moving throughout the quadrant area and visiting schools. There will be an increase in the pre-K programs visiting our Kindergarten classes, Kindergarten registration will yield higher numbers and applications will be completed before the end of the school year. The Middle School staff will visit our 5th Grade students at least twice a year, sharing ideas and answering questions. Teachers from 6th Grade will visit our 5th Grade team and vice versa. Alumni will be encouraged to return to TES as graduating High Schoolers, DARE speakers, readers, and High School helpers and to walk the halls dressed in cap and gown to celebrate high school graduation.		<b>Kirsty Hughes</b>	<b>06/12/2023</b>
<b>Actions</b>		<b>4 of 12 (33%)</b>		
9/9/18	Title 1 Transition night scheduled in spring of year	Complete 05/01/2018	Kirsty Hughes	05/24/2018
<i>Notes:</i>				
10/23/18	Former Flag Bearer, TES alumni, and Randolph Early College Graduate will train flag bearers in treatment of flag and proper procedure when raising and lowering the US and NC flags each day.	Complete 08/30/2018	Ginger Crites	09/14/2018
<i>Notes:</i>				
10/23/18	Current High School seniors from RCSS schools who are also TES alumni will be invited to walk the hallways of TES while dressed in graduation gowns and caps. This will encourage and promote high school graduation.	Complete 05/22/2019	Ginger Crites	06/07/2019
<i>Notes:</i>				
8/15/22	Education Galaxy will be purchased with Title 1 funds to enhance literacy, math, and science curriculum in Grades 2-5. Students will become more involved with their own academic growth and accomplishments through increased tracking of data in their K-5 Student Data Notebook.		Ginger Crites	11/30/2022
<i>Notes:</i>				
8/15/22	Reading Eggs will be purchased with Title 1 funds to enhance the literacy curriculum in Grades K-1. Students will become more involved with their own academic growth and accomplishments through increased tracking of data in their K-5 Student Data Notebook.		Ginger Crites	11/30/2022
<i>Notes:</i>				
8/15/22	Math Seeds will be purchased with Title 1 funds to enhance the math curriculum in Grades K-1. Students will become more involved with		Ginger Crites	11/30/2022

	their own academic growth and accomplishments through increased tracking of data in their K-5 Student Data Notebook.			
<i>Notes:</i>				
8/15/22	Brain POP will be purchased with Title 1 funds to enhance literacy, math, and science curriculum in Grades K-5.		Ginger Crites	11/30/2022
<i>Notes:</i>				
8/15/22	Flocabulary will be purchased with Title 1 funds to enhance literacy, math, and science curriculum in Grades K-5.		Ginger Crites	11/30/2022
<i>Notes:</i>				
10/23/18	Kindergarten will reach out to area Pre-K programs to invite students for a visit to Kindergarten in the spring.		Christa Shively	05/10/2023
<i>Notes:</i>				
10/23/18	Students will become more involved with their own academic growth and accomplishments through increased tracking of data in their K-5 Student Data Notebook. Each classroom will host a student led data notebook parent conference event twice a year.		Kirsty Hughes	06/07/2023
<i>Notes:</i>				
9/4/19	Staff meet every week to plan together as a whole faculty. This allows staff to share ideas across K-5 classrooms and to work with BEP teachers, media specialists and counselors.	Complete 09/03/2021	Ginger Crites	06/09/2023
<i>Notes:</i>				
10/27/17	5th grade teachers will visit the middle school two times a year to share ideas and answer questions.		Paul Masterson	06/12/2023
<i>Notes:</i>				

<b>Core Function:</b>		<b>Dimension B - Leadership Capacity</b>			
<b>Effective Practice:</b>		<b>Strategic planning, mission, and vision</b>			
<b>KEY</b>	<b>B1.01</b>	<b>The LEA has an LEA Support &amp; Improvement Team.(5135)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<i>Initial Assessment:</i>		B1.01 The LEA has an LEA Support and Improvement Team  Catherine Berry, Assistant Superintendent for Curriculum and Instruction Larry Chappell, Director of Middle Schools/AIG/Title II Nancy Cross, Director of CTE and Innovative School Design Beth Davis, Director of Testing and Accountability/PowerSchool Lynette Graves,	Full Implementation 10/03/2022		

			Director of Elementary Schools and Title I Kim Johnson, Director of High Schools and ESL Brooke Johnston, Director of Exceptional Children Nan York, Director of Media and Technology			
	KEY	B1.03	<b>A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other professional staff meets regularly (at least twice a month) to review implementation of effective practices.(5137)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<i>Initial Assessment:</i>			The School Leadership Team meets once a month, grade level teams meet for MTSS Tier 2 twice a month, and MTSS Tier 3 Leadership Team meets twice a month.	Full Implementation 10/27/2020		

<b>Core Function:</b>	<b>Dimension B - Leadership Capacity</b>
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<b>Effective Practice:</b>	<b>Distributed leadership and collaboration</b>
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	KEY	B2.03	<b>The school has established a team structure among teachers with specific duties and time for instructional planning.(5143)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<i>Initial Assessment:</i>			Teams have the opportunity to meet daily with shared planning time during class specials. The master schedule has all grade level students going to media, computer lab, guidance, PE, art/music at the same time. All grade level teams meet with the lead teacher weekly to review curriculum updates, create assessments, plan, and track data.  In 2020, teachers have extra opportunity to plan together and attend professional development opportunities (virtually) during the RCSS embedded 5-remote learning days.	Limited Development 09/04/2019		
			Priority Score: 3                      Opportunity Score: 3	Index Score: 9		
<i>How it will look when fully met:</i>			When fully met all teachers will have planning time, specific duties and other professional opportunities. The master schedule and calendar will disperse information to all staff and faculty.	<b>Objective Met 04/28/21</b>	<b>Ginger Crites</b>	<b>06/09/2021</b>
<b>Actions</b>						



9/16/19	Master schedule is created to allow for PLC time each day for all grade levels.	Complete 09/10/2019	Ginger Crites	06/05/2020
<i>Notes:</i>				
9/16/19	Google Calendar is created to notify whole staff and PTA of events.	Complete 08/19/2019	Ginger Crites	06/05/2020
<i>Notes:</i>				
9/4/19	All grade level teams meet weekly with the Lead Teacher for curriculum updates, planning and assessment time.	Complete 12/16/2020	Kirsty Hughes	06/09/2021
<i>Notes:</i>				
<b>Implementation:</b>		04/28/2021		
<b>Evidence</b>	4/28/2021 Agendas, minutes, and notes can be found in school google drive as evidence of meetings.			
<b>Experience</b>	4/28/2021 Agendas, minutes, and notes can be found in school google drive as evidence of meetings. Weekly PLC meetings focus on curriculum updates, virtual teaching, student interventions.			
<b>Sustainability</b>	4/28/2021 PLC time will continue to be common in the school master schedule. With teacher grade level changes due to predicted lower student numbers, multiple teachers will be teaching in new grade levels across the building and will need the continued support of the lead teacher and PLC discussions.			

<b>Core Function:</b>		<b>Dimension B - Leadership Capacity</b>			
<b>Effective Practice:</b>		<b>Monitoring instruction in school</b>			
<b>KEY</b>	<b>B3.03</b>	<b>The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<b>Initial Assessment:</b>		The administration meet regularly with teachers as part of weekly PLC time; Administration reviews lesson plans with the curriculum team and provides written and oral feedback; Administration visits classrooms to formally and informally observe best practices and offers feedback; all certified staff are trained yearly on the NC observation tool (NC Educator Effectiveness System) by the Principal; formal observations adhere to the RCSS calendar and include both announced and unannounced observations with prompt post-observation feedback and conversation. County Office curriculum team members will conduct walk throughs during content instruction and provide written and oral feedback.	Limited Development 09/16/2019		

<b>How it will look when fully met:</b>	When completed all staff will have timely and purposeful feedback on lesson plans and long-range planning; teachers will feel confident and comfortable discussing data and personal reflections with the Principal; all pre- and post- observational data will be discussed promptly and professionally; help and support will be provided for staff looking to broaden their professional opportunities through staff development on and off campus; staff not meeting the proficient level during observations will be given extra support via the curriculum team; TES will provide opportunities for leadership roles within the school.		<b>Karen Rice</b>	<b>06/09/2023</b>
<b>Actions</b>		<b>1 of 10 (10%)</b>		
9/16/19	All formal observations will be completed according to the observation schedule in the staff handbook.	Complete 04/23/2021	Ginger Crites	05/01/2021
<i>Notes:</i>				
9/14/22	Administration will conduct a Super Observation of all certified staff members.		Ginger Crites	10/14/2022
<i>Notes:</i> A requirement of Low Performing status school.				
8/15/22	Title 1 funding will be used to purchase Fountas & Pinnell resources to supplement literacy instruction (both whole group and small group). This is a continuation of our ongoing plan for consistency across K-5 literacy.		Ginger Crites	11/30/2022
<i>Notes:</i>				
8/15/22	Title 1 funding will be used to purchase novel sets in Grades 3-5 to supplement literacy instruction (small group). This is a continuation of our ongoing plan for consistency across K-5 literacy.		Ginger Crites	11/30/2022
<i>Notes:</i>				
8/15/22	Title 1 funding will be used to purchase Math In Practice teacher editions to enhance math instruction (both whole group and small group).		Ginger Crites	11/30/2022
<i>Notes:</i>				
9/14/22	Title 1 funding will be used to purchase Letterland kits and materials to create equitable resources for all K-2 students.		Ginger Crites	11/30/2022
<i>Notes:</i>				
9/14/22	Title 1 funding will be used to purchase math and literacy center resources to create equitable resources for all K-5 classrooms.		Ginger Crites	11/30/2022
<i>Notes:</i>				

9/17/19	Teachers will be provided the opportunity to observe and visit with teachers across the school and district. The lead teacher will coordinate visits through a Google form.		Kirsty Hughes	05/01/2023
<i>Notes:</i>				
9/17/19	Teachers will review their observation notes from their visit and share best practices with their team.		Kirsty Hughes	05/01/2023
<i>Notes:</i>				
9/16/19	Lesson plans will be reviewed and feedback will be given through conversation during weekly PLC time.		Ginger Crites	06/09/2023
<i>Notes:</i>				

<b>Core Function:</b>		<b>Dimension C - Professional Capacity</b>			
<b>Effective Practice:</b>		<b>Quality of professional development</b>			
<b>KEY</b>	<b>C2.01</b>	<b>The LEA/School regularly looks at school performance data and aggregated classroom observation data and uses that data to make decisions about school improvement and professional development needs.(5159)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<b>Initial Assessment:</b>		Teachers already regularly participate in data sessions with grade level teams, the Lead Teacher, and specialists from the county office. There are multiple data walls in the Lead Teacher's room that are updated quarterly.	Limited Development 04/24/2017		
<b>How it will look when fully met:</b>		<p>TES will improve overall school performance to 65% proficiency.</p> <p>April 2018: We are still working on maintaining a detailed data room. Data is collected and provided to teachers. They reflect and analyze. We still need to adapt the scheduling for next year to allow for more routine data analysis directly related to that posted in the data room.</p> <p>September 2018: This week as BOY data comes in, we will start to discuss how we want to best utilize the school data wall to track our reading needs.</p> <p>September 2019: data will change this year with the onset of iStation and HMH assessments. 5th Grade will add a Science Check-In and allow us to track data in a new subject area. Work on this indicator will be ongoing as we learn more each year about our changing data programs.</p>		Ginger Crites	06/14/2023

2020-2021: Grades 4-5 will also utilize iStation as a reading diagnostic test this year. This will allow for K-5 data tracking and comparison.

2021-2022: Grade levels will regularly utilize shared google tracker to discuss student data and next steps.

<b>Actions</b>		<b>13 of 14 (93%)</b>		
10/10/17	School will create a school-wide reading incentive to encourage daily reading at home. Monthly reading calendars will begin in November and run through May.	Complete 04/30/2018	Stephanie Leach	05/31/2018
<i>Notes:</i>				
5/23/17	Teachers will continue to implement math stations to target student skills and needs.	Complete 06/08/2018	Ginger Crites	06/08/2018
<i>Notes:</i> Math stations are fully implemented in K-5. Evidence is shown in observational notes and classroom lesson plans.				
5/23/17	The Lead Teacher will use data from Education Galaxy to implement an incentive program.	Complete 06/08/2018	Kirsty Hughes	06/08/2018
<i>Notes:</i> T-shirts will be funded by the PTA for those students who make it to Galactic Hero. Whole tracking wall is in place for all students in Grades 1-5.				
9/12/17	Lead Teacher and Administration will meet with 5th grade teachers to discuss current curriculum needs based on professional concerns and/or data.	Complete 06/08/2018	Kirsty Hughes	06/08/2018
<i>Notes:</i> Mrs. Hughes will collaborate with the grade level chair Kim Flippen, to discuss progress with the meetings.				
9/12/17	Lead Teacher and Administration will meet with 4th grade teachers to discuss current curriculum needs based on professional concerns and/or data.	Complete 06/08/2018	Kirsty Hughes	06/08/2018
<i>Notes:</i> Mrs. Hughes will collaborate with the grade level chair, Christine Moss to discuss progress with the meetings.				
9/12/17	Lead Teacher and Administration will meet with 3rd grade teachers to discuss current curriculum needs based on professional concerns and/or data.	Complete 06/08/2018	Kirsty Hughes	06/08/2018
<i>Notes:</i> Lead Teacher will meet with Christin Frank (Grade Chair).				
9/12/17	Lead Teacher and Administration will meet with 2nd grade teachers to discuss current curriculum needs based on professional concerns and/or data.	Complete 06/08/2018	Kirsty Hughes	06/08/2018

	<i>Notes:</i> Lead Teacher will meet with 2nd Grade team (Grade Chair: Johnna Safriet)			
9/12/17	Lead Teacher and Administration will meet with 1st grade teachers to discuss current curriculum needs based on professional concerns and/or data.	Complete 06/08/2018	Kirsty Hughes	06/08/2018
	<i>Notes:</i> Lead Teacher will work with grade level team (Grade Chair: Cynthia Brock)			
9/12/17	Lead Teacher and Administration will meet with Kindergarten teachers to discuss current curriculum needs based on professional concerns and/or data.	Complete 06/08/2018	Kirsty Hughes	06/08/2018
	<i>Notes:</i> Lead Teacher will meet with Kindergarten Team (Grade Chair: Stephanie Leach)			
9/12/17	Lead Teacher and Administration will meet with BEP/Specials teachers to discuss current curriculum needs based on professional concerns and/or data.	Complete 06/08/2018	Kirsty Hughes	06/08/2018
	<i>Notes:</i> Lead teacher/Principal will meet with special teachers (Weavil, Intel, Masterson, Ingram, Dobias, Leach)			
5/23/17	Grades K-5 will homogeneously group students across the grade level for guided reading.	Complete 02/10/2020	Ginger Crites	01/31/2020
	<i>Notes:</i> Everyone is up and running! Ability grouping is also happening vertically for those students well-below and well-above reading.  April 2018: Grade 2 and Grade 5 are implementing this across their team. Other grades are working with their extreme (AGL and BGL) but still need encouragement to fully implement ability grouping across the whole grade level.			
9/9/18	Classroom teachers will utilize the shared MTSS Google drive to discuss, analyze, and make decisions regarding student performance.	Complete 06/03/2022	Paul Masterson	06/05/2022
	<i>Notes:</i>			
9/3/21	Classroom teachers will utilize the shared MTSS matrix to discuss, analyze, and make decisions regarding student interventions	Complete 06/03/2022	Judi Cagle	06/08/2022
	<i>Notes:</i>			
9/14/22	Grade level collaborative teams will backwards plan Math instruction utilizing post CFAs to insure standards alignment.		Grade level teams	06/09/2023
	<i>Notes:</i>			

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>The school formally communicates with parents through interim reports, report cards, and mClass Home Connect letters. The principal sends a bi-monthly newsletter to parents which highlights different aspects of the curriculum (Principal change: done until January 2019). Teachers can communicate with parents about behavior through Class Dojo (optional) or through other online platforms. We take advantage of our interpreter for conferences and night programming. The school implements four Title 1 nights each school year as well as a Meet the Teacher event and a PTO Open House. Grade Level teams send out quarterly newsletters to all students. Administration sends out a weekly message via School Messenger. Leadership team has created a Google spreadsheet to monitor parental involvement and collect data for comparison. The media specialist maintains an updated school website with calendar details and upcoming events.</p> <p>NEW 2018-2019: all students have a communication folder (provided by the PTA) to send home daily messages between families and teachers.</p> <p>2021-2022: All 3-5 parents have the opportunity to access PowerSchool to monitor student grades. All K-5 parents have the opportunity to mirror their student's canvas course to see expectations.</p>	Limited Development 04/24/2017		
<i>How it will look when fully met:</i>		<p>Communication efforts continue to be a priority for staff and faculty at Trinity Elementary. This year, teachers have been asked to reach out to parents with a positive call before the end of the first quarter. We continue to implement Student Data Notebooks with a focus this year on hosting one student led conference during the academic year.</p> <p>2019-2020: This year we will implement two student shares across K-5.</p>		Kirsty Hughes	06/09/2023
<i>Actions</i>			<b>5 of 6 (83%)</b>		
	5/23/17	Grade-levels will create a quarterly curriculum newsletter to send home to communicate with parents what their child will be learning that quarter.	Complete 04/03/2018	Ginger Crites	04/03/2018

<i>Notes:</i>				
5/23/17	1st Quarter Parent-Teacher conferences (mandatory for all students) 3rd Quarter Parent-Teacher conferences mandatory for at-risk students (data from MOY and Data Captures)	Complete 04/24/2018	Ginger Crites	04/24/2018
<i>Notes:</i> Schedules turned in to Administration. Documentation is also maintained in the Title 1 box.				
5/23/17	Title 1 Compacts	Complete 06/08/2018	Kirsty Hughes	06/08/2018
<i>Notes:</i> All Compacts will be turned in for Title 1 documentation before or by May 9, 2018.				
5/23/17	All teachers will keep up-to-date parent logs	Complete 06/13/2018	Classroom Teachers	06/13/2018
<i>Notes:</i>				
9/10/18	Each grade level will implement a student led parent conference to allow students to share their individual data notebooks.	Complete 06/07/2019	Kirsty Hughes	06/07/2019
<i>Notes:</i> One teacher from each of the K-2 teams visited student led conferences at Hopewell to see how they ran and the content of the notebooks. Teachers in grades K-2 observed data notebook shares at Hopewell Elementary.				
9/4/19	All students in K-5 will be given the opportunity to share their data notebooks with an adult two times over the course of the year.		Kirsty Hughes	06/04/2023
<i>Notes:</i> 2021-2022 Due to state and county continued restrictions during the ongoing COVID-19 pandemic, we were unable to invite parents/guardians into the building for data notebook sharing. Data Notebooks have been maintained and shared with some parents virtually this school year. 2022-2023 Student led Data Notebook sharing conferences will be held two times a year.				

<b>Core Function:</b>		<b>Dimension E - Families and Community</b>		
<b>Effective Practice:</b>		<b>Community Engagement</b>		
	<b>E2.01</b>	<b>Parent and/or Community representatives advise the School Leadership Team on matters related to family-school relations.(5188)</b>	<b>Implementation Status</b>	<b>Assigned To</b>
<b>Initial Assessment:</b>		Parent representatives are members of the School Improvement Teams and are invited to attend SIT meetings. The PTA board members are actively involved in the school through fundraisers, parent/student activities, evening events in the community, and Title 1 Nights. A parent	Limited Development 09/16/2019	

	<p>representative will meet with the school Superintendent bi-monthly during the school year.</p> <p>Title 1 Family Engagement events are scheduled and will take place virtually through pre-recorded sessions. A Google form allows the school to track attendance and provides feedback.</p>			
<b>How it will look when fully met:</b>	Parents regularly attend events at TES during the school year. Parent representatives will be active members of multiple committees at TES including Title I Parent Engagement Committee, School Improvement Team, Superintendent's Parent Liaison group, and PTA.		<b>Ginger Crites</b>	<b>05/12/2023</b>
<b>Actions</b>		<b>6 of 8 (75%)</b>		
9/16/19	SIT parent representatives invited to attend the summer SIT retreat.	Complete 08/05/2019	Kirsty Hughes	08/25/2019
	<i>Notes:</i>			
9/16/19	A parent will be selected to attend parent Ambassadors for Education group with school system Superintendent.	Complete 09/13/2019	Ginger Crites	09/20/2019
	<i>Notes:</i>			
9/16/19	Two parents will be selected to serve as parent representation on the School Improvement Team for following school year.	Complete 06/05/2020	Kirsty Hughes	06/05/2020
	<i>Notes:</i>			
9/16/19	PTA will host events (Muffins for Moms, Doughnuts with Dad, Goodies with Grands, and book fair breakfasts) during the school year to encourage adults to be present in the life of the students.	Complete 06/05/2020	Courtney Rabon	06/05/2020
	<i>Notes:</i> These events are planned and supported by PTA.			
9/16/19	PTA will select "Out to Eat with the Bulldogs" events for the school year.	Complete 04/23/2021	Ashley Vickers	05/20/2021
	<i>Notes:</i> These events are scheduled by PTA. Due to state and county continued restrictions during the ongoing COVID-19 pandemic, we were unable to advertise PTA "out to eat with the bulldogs" events. PTA organized and hosted events that were attended by very few parents.			
9/16/19	PTA will plan and schedule remote/virtual events or fundraisers to encourage parents to participate with their student.	Complete 04/13/2021	Ashley Vickers	06/03/2021
	<i>Notes:</i> These events are scheduled by PTA. Fundraisers were organized by PTA - World's Finest Chocolate Sale and School Store. They plan to utilize the School Store virtual/online fundraiser again next school year due to its success this year.			



9/16/19	The Title 1 Parent Engagement Committee will meet quarterly to share feedback collected from parent surveys and discuss ideas for the next parent event.		Kirsty Hughes	05/01/2023	
<i>Notes:</i>					
9/25/22	Starting in 2022-2023, Trinity Elementary will fully resume four in-person Family Engagement events. Parents, guardians, and students will be encouraged to interact in curriculum aligned activities with grade level classrooms and staff. Activities and materials will strengthen the bridge between school, home, and community.		Kirsty Hughes	05/01/2023	
<i>Notes:</i>					
	<b>E2.02</b>	<b>The school provides a broad spectrum of communication to the community through meetings, announcements, newsletters, and a consistently updated website.(5189)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<i>Initial Assessment:</i>		<p>As of August 2018, Trinity Elementary School provides communication to the community through newsletters, weekly calls, peach jar, and the school website. Classroom teachers use newsletters, computer/phone applications, phone calls to provide information to parents. The principal sends weekly phone call messages to families to highlight events. The school provides opportunities for the community to come for Title 1 Nights, PTA, and parent engagement.</p> <p>2020-2021: Weekly Principal calls are adapted for each group (A, B, and C), communication school-wide with Class Dojo, Facebook, Instagram, and TES website.</p> <p>October 2020: Weekly Sunday calls are sent out twice; to "remote only" and in-person families. All teachers communicate daily through Class Dojo. Flyers are sent out remotely through PeachJar. The school webmaster, Mrs. Leach maintains the TES Facebook, Instagram, and website regularly.</p>	Limited Development 09/10/2018		
<i>How it will look when fully met:</i>		The school will send a variety of communication through phone messages, newsletters, social media, an updated website, and meetings/events.		<b>Ginger Crites</b>	<b>04/28/2023</b>
<b>Actions</b>			<b>9 of 12 (75%)</b>		
9/10/18	Create a school Twitter page		Complete 10/12/2018	Judi Cagle	12/15/2018
<i>Notes:</i>					

10/23/18	School Improvement Team members will select students who personify the spirit of a true TES bulldog. Selected students will be invited to "Bulldog Lunch with Leaders" event.	Complete 03/11/2019	Kim Flippen	03/11/2019
	<i>Notes:</i> Each classroom teacher will nominate two students to represent them at the Leadership Luncheon. Each classroom chose two student who personify the Bulldog spirit of TES. Names were collected at the SIT meeting on March 11.			
3/14/19	Create and send "save the date" emails to all on the leadership list of potential guests.	Complete 03/14/2019	Kirsty Hughes	03/22/2019
	<i>Notes:</i>			
10/23/18	Collaborate with area schools, RCSS county office, PTA, CIS, Trinity Memorial United Methodist Church, Archdale Trinity Tax Council members, and RCSS School Board to identify area leaders to invite to "Bulldog Lunch with Leaders" event.	Complete 02/11/2019	Ginger Crites	03/27/2019
	<i>Notes:</i>			
3/14/19	Send out formal invitations to all RSVP's on the list of respondents. Guests will be invited to one of three slots (11:30, 12:00, 12:30).	Complete 03/28/2019	Ginger Crites	04/05/2019
	<i>Notes:</i>			
10/23/18	Ms. Crites and Mrs. Hughes will meet with selected students prior to "Bulldog Lunch with Leaders" event. Discussion of questions to ask, meeting etiquette, and appropriate dress.	Complete 04/23/2019	Ginger Crites	04/23/2019
	<i>Notes:</i>			
9/10/18	Host a "Bulldog Lunch with Leaders" event for students to interact with community leaders.	Complete 04/25/2019	Ginger Crites	04/25/2019
	<i>Notes:</i>			
4/29/19	School Facebook and Instagram will be updated monthly with current events and information	Complete 06/05/2020	Stephanie Leach	06/05/2020
	<i>Notes:</i>			
4/29/19	School website will be updated monthly with current events and highlights. Pictures of student/staff will be updated as well.	Complete 09/05/2019	Stephanie Leach	06/05/2020
	<i>Notes:</i>			
11/2/20	Resume "Bulldog Lunch with Leaders" event with local community members.		Ginger Crites	11/30/2022
	<i>Notes:</i> Due to state and county continued restrictions during the ongoing COVID-19 pandemic, we were unable to create a virtual Bulldog Lunch with Leaders event. We were unable to collect students in an assembly			

type situation to participate in a lunch with a Leader joining virtual. Our plan is to resume our Bulldog Lunch with Leaders event during the 2021-2022 school year.

4/29/19

Host "Bulldog Lunch with Leaders" event annually. Reflect on previous and current years' luncheon and make necessary changes.

Ginger Crites

12/16/2022

*Notes:*

5/3/22

Each classroom will host a virtual "Meet a Leader" opportunity during the school year as aligned to the curriculum. The entire class will participate during a scheduled lunch time. Virtual meeting provides the class with the opportunity to see workplaces/environments outside of the classroom in a real world situation.

Grade Chairs

03/30/2023

*Notes:*





## NCStar/SIP Mandatory Components

School Name: Trinity Elementary School

School Year: 2022-2023

### Duty-Free Lunch

A duty-free lunch period will be provided for every teacher on a daily basis or as otherwise approved by the School Improvement Team. Please describe the plan below.

Trinity Elementary School is requesting a waiver for duty-free lunch period for supervision and safety of all students. Classroom teachers do not have morning or afternoon duties.

### Duty-Free Instructional Planning

Duty-free instructional planning will be provided for every full-time assigned classroom teacher, with the goal of providing an average of at least five hours of planning time per week. Please describe the plan below.

Classroom teachers have 90 minutes of planning time 5 times a week for a total of 7 hours 30 minutes of duty-free instructional planning each week.

### Transition Plan for At-Risk Students

Elementary to Middle School

Middle School to High School

Please describe transition plan below.

Middle School Principals, Band and Chorus teachers visit Trinity Elementary School during the school year to talk with 5th grade students. 5th grade students visit Middle Schools. Title 1 Parent Transition Night includes a visit from the 6th grade staff and CTE High School staff. The TES guidance counselor meets with the middle school counselors. CTE is working to schedule 5th grade visits to the CTE programs at our High Schools.